

Standard Operating Procedure

SOP Number: **02-18-4152**
Service: **Research**
Operating Section: **Husbandry**
Unit: **CMF**
Title: **Pest and Vermin Control**

Purpose:

To describe the standard procedure of identifying and controlling vermin

Procedure:

- 1) Pest and vermin control is provided by a professional contracted service that reports to LUC Facilities. The service schedule is as follows:

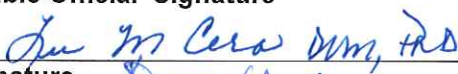

Exterior rodent bait station service - weekly
Interior rodent control service – weekly
Insect control service – weekly
Insect light trap service – monthly
Pheromone monitoring – monthly

- 2) Other services include Quality Quarterly Audits, Annual Business Reviews and Annual Data Reviews.

The pest management specialist conveys the conditions he finds verbally to the client as well as documents them in the Total Quality Assurance Logbook. The logbook also contains: Service Reports, Pest Activity Logs, Action Plans, Equipment Maps, Pesticide Usage, Pest Sighting Logs and the Annual Facility Assessment. The approved materials are agreed upon and approved prior to use. The approved materials list is located in the Approved Materials section in the Total Quality Assurance logbook.

- 3) Use of pest and vermin control chemicals must be approved by the Director, CMF, in consultation with involved principal investigators/study directors. If chemical control measures are deemed unsuitable, the professional contracted service will be consulted for non-chemical methods of controlling pests and vermin.
- 4) Copies of Safety Data Sheets (SDS) for all compounds used by the contracted service are maintained on-line.
- 5) The wall drain should be flushed regularly with mineral oil.

APPROVALS

Responsible Official Signature		Date	
		04/28/18	
QA Signature		Date	
		04/26/2018	
Version	Effective Date	Supersedes	Original Date
#3		#2	11/23/10