

# Pest control: House rules guidance

## What you need to do

- All food and drink is to be cleared away fully after use and stored away appropriately in all areas of the nursery.
- All debris is to be cleared away immediately, including surfaces and floors. All cloths are to be fully cleaned after use and stored appropriately
- Ensure the fly zapper is in full working order in the kitchen

**THE PEST CONTROL HOUSE RULES ARE AN ESSENTIAL COMPONENT OF YOUR HACCP BASED SYSTEM AND MUST BE KEPT UP TO DATE AT ALL TIMES.**

## Pest control house rules

### Why is Pest Control important?

Pest control is important because pests can carry harmful bacteria that can contaminate foods and cause illness. These harmful bacteria can be passed to the food by contact with their hair, faeces and urine. Pests can also cause serious damage to the structure and fabric of food premises.

### What are Pests?

Generally speaking, pests are animals, birds or insects that contaminate food either directly or indirectly.

They include:

- Rodents, for example, rats and mice
- Insects, for example, flies, cockroaches, beetles, ants, wasps, bees and various insects that can be found in stored products
- Birds, for example, pigeons, crows, seagulls, starlings and sparrows

### What needs to be considered?

#### Pest Proofing of the Premises

The building must be in good condition and repair in order to restrict pest access and prevent potential breeding sites.

This can be done by:

- Sealing holes, and other places where pests can gain access
- Keeping the floors, walls, roof, doors and window openings in a good state of repair with no gaps or spaces
- Fitting drain covers to prevent pests gaining access

#### Insect Screens

- Windows opening directly into food preparation areas must be fitted with screens capable of resisting common flying insects (ideally openings should be of 2mm or less)

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- Screens must be removable to allow for cleaning
- Kitchen doors which open to the outside air and which are opened for lengthy periods must also be suitably screened using a close-fitting insect-proof screen door.

### Electronic Fly-Killing Devices

Flying insects can be destroyed using an electronic fly-killing device. Manufacturers will give advice on the location, cleaning and maintenance of this type of equipment. The maintenance records of this equipment will become part of your HACCP based system documentation.

### Good Housekeeping

- Inspect stock on delivery to make sure that there are no visible signs of damage by pests
- Premises and refuse stores must be managed in such a way as to enable them to be kept clean and protected against access by pests (refer to Waste Control and Maintenance House Rules in this manual)
- Foods which are awaiting preparation or are being defrosted or are cooling should remain covered
- Food waste should be placed in containers with suitably fitted lids and removed frequently from food handling areas where it is produced (refer to Waste Control House Rules in this policy)
- Food should be stored off the floor and away from walls
- Food should, where possible, be stored in rodent-proof containers
- Vegetation around the outside of the premises should be kept to a minimum

### Pest Control Contractor

- Some businesses may decide to employ a pest control company to monitor the premises on a regular basis
- A pest control contract should include checking for the presence of all pests, monitor the pest proofing of the premises and the eradication of any infestations found
- A reputable pest control company should provide advice on housekeeping and storage arrangements to prevent access by pests
- The contractor should be able to provide a 24-hour emergency cover and should provide a written report after each visit. It is recommended that any pest contractor report is kept as part of your HACCP based system documentation

### Checking and Inspection

- All areas of the food premises should be checked regularly for signs of pests such as rodent droppings, smear marks, insect egg cases and dead insects
- Staff should be made aware of the signs of pests and what action they must take should they discover pests or signs of pests

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- Management must take immediate and appropriate action to control any infestation of pests identified on their premises
- Foods should be checked for the presence of pests, for example, insects within cereals/grains

### Diagram of possible rules

| <b>Pest Control House Rules Describe:</b> <ul style="list-style-type: none"> <li>• Control Measures and Critical Limits (where applicable)</li> <li>• Monitoring including frequency</li> </ul> |   |
|---|---|
| Weekly walk round of premises and check visually:   | Wire mesh screens<br>Air vents<br>Fly zapper<br>External doors and windows<br>Drain covers  |
| Weekly clean and check of high traffic areas  | Laundry room<br>Staffroom and toilet<br>Reception, stairs and corridor.<br>Once they have been cleaned following guidelines and rota, fill in cleaning completed chart. |
| Daily opening, closing and garden checks  | To be checked by staff members, checks to be completed and hazards reported accordingly.  |

### Monitoring

Once you have completed your House Rules for Pest Control, you must then monitor their use. Keep a record of the monitoring you carry out. This can be done by using a Weekly Record

### Corrective Action

If you find that your Pest Control House Rules are not being followed you must make a record of the problem identified and the action you have taken to correct it (this is known as a corrective action). This information can also be entered in the Weekly Record. The training given in Pest Control should be recorded on the training record.

It is required that all records of pest control monitoring, including equipment maintenance, pest control contractor reports and corrective actions taken, be kept for an appropriate period of time, to demonstrate that your HACCP based system is working effectively.

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## Action Plan

Once you have completed all your House Rules, remember to update your Action Plan. The Pest Control House Rules are an essential component of your HACCP based system and must be kept up to date at all times. Your House Rules need to be written to accurately reflect how you run your business and be readily understood by all of your food handling staff.

## Linked information

Safer food better business pack

| <i>This policy was adopted on</i> | <i>Signed on behalf of the nursery</i> | <i>Date for review</i> |
|-----------------------------------|--|------------------------|
| 16/1/2023                         | <i>m khaira</i>                        | 16/01/2024             |