Integrated Pest Management Checklist

Name: Eric Proia
School: Coginchaug Regional High School
Room or Area: [Room] Date Completed: 01-10-94
Signature: [Signature]

1. OFFICIAL POLICY STATEMENT
   1a. Developed or located the school's official policy statement for integrated pest management (IPM)…
   Yes No N/A

2. DESIGNATING PEST MANAGEMENT ROLES
   2a. Assigned and trained a qualified person to be the pest manager …
   Yes No N/A
   2b. Involved decision makers in the IPM program …
   Yes No N/A
   2c. Educated students and staff (the occupants of the building) about IPM and asked them to keep their areas clean and free of clutter …
   Yes No N/A
   2d. Encouraged parents to learn about IPM practices and implement them at home …
   Yes No N/A
   2e. Developed a program to educate and train all IPM participants …
   Yes No N/A
   2f. Included language about IPM into contracts with pest management professionals …
   Yes No N/A

3. SETTING PEST MANAGEMENT OBJECTIVES
   3a. Set appropriate pest management objectives for school buildings (such as preventing pests from interfering with students' learning environment and preserving the integrity of the building structure) …
   Yes No N/A
   3b. Set appropriate pest management objectives for school grounds (such as providing safe playing areas and the best athletic surfaces possible) …
   Yes No N/A

4. INSPECTING, IDENTIFYING, AND MONITORING
   4a. Inspected all buildings and grounds for pest evidence, entry points, food, water, and harborage sites …
   Yes No N/A
   4b. Identified potential pest habitats in buildings and grounds …
   Yes No N/A
   4c. Pinpointed the source of any current pest problems …
   Yes No N/A
   4d. Monitored to determine the extent of pest problems and to estimate pest populations …
   Yes No N/A
   4e. Developed plans to modify habitat (for example, exclusion, repair, and sanitation efforts) to prevent or resolve any pest problems …
   Yes No N/A
   4f. Established a monitoring program that consists of routine inspections to estimate pest population levels and identify evidence of pests and potential habitat …
   Yes No N/A

Instructions
1. Read the IAQ Background and the Background Information for this checklist.
2. Keep the Background Information and make a copy of the checklist for future reference.
3. Complete the Checklist.
   - Check the "yes," "no," or "not applicable" box beside each item. (A "no" response requires further attention.)
   - Make comments in the "Notes" section as necessary.
4. Return the checklist portion of this document to the IAQ Coordinator.
5. SETTING ACTION_THRESHOLDS

5a. Evaluated all available data obtained through inspecting, identifying, and monitoring ................................................................. [Y] [N] [N/A]
5b. Determined how many pests the school buildings, grounds, and occupants can tolerate ................................................................. [Y] [N] [N/A]
5c. Set action thresholds .............................................................................................................................................. [Y] [N] [N/A]

6. PREVENTIVE STRATEGIES

INDOOR SITES

6a. Implemented appropriate strategies to prevent pests from inhabiting the following areas:
   • Entryways ............................................................................................................................ [Y] [N] [N/A]
   • Classrooms .......................................................................................................................... [Y] [N] [N/A]
   • Gymnasiums ......................................................................................................................... [Y] [N] [N/A]
   • Locker rooms ....................................................................................................................... [Y] [N] [N/A]
   • Offices .................................................................................................................................. [Y] [N] [N/A]
   • Staff lounges ....................................................................................................................... [Y] [N] [N/A]
   • Bathrooms ........................................................................................................................... [Y] [N] [N/A]
   • Food preparation and serving areas ..................................................................................... [Y] [N] [N/A]
   • Rooms with extensive plumbing ........................................................................................ [Y] [N] [N/A]
   • Maintenance areas .............................................................................................................. [Y] [N] [N/A]
   • Other ................................................................................................................................... [Y] [N] [N/A]

OUTDOOR SITES

6b. Implemented appropriate strategies to prevent pests from inhabiting the following areas:
   • Playgrounds ........................................................................................................................ [Y] [N] [N/A]
   • Parking lots ........................................................................................................................ [Y] [N] [N/A]
   • Lawns and athletic fields ..................................................................................................... [Y] [N] [N/A]
   • Flowering gardens or greenhouses ..................................................................................... [Y] [N] [N/A]
   • Loading docks .................................................................................................................... [Y] [N] [N/A]
   • Dumpsterers ....................................................................................................................... [Y] [N] [N/A]
   • Areas with ornamental shrubs and trees ......................................................................... [Y] [N] [N/A]
   • Other ................................................................................................................................... [Y] [N] [N/A]

7. PESTICIDE USE AND STORAGE

7a. Explored alternative pest management methods before concluding that pesticides were necessary ................................................................. [Y] [N] [N/A]
7b. Ensured that pest management professionals integrate IPM into their pest management methods ................................................................. [Y] [N] [N/A]
7c. Identified the least toxic, target-specific chemical(s) that is most effective to address the pest problem, preferably as baits or granules ................................................................. [Y] [N] [N/A]
7d. Reviewed and followed all label instructions on pesticides and learned how to properly apply and handle these chemicals ................................................................. [Y] [N] [N/A]
7e. Used spot treatment (or bait, crack, and crevice applications) to apply pesticides whenever possible and only treated the visibly infested plants in the area ................................................................. [Y] [N] [N/A]
7f. Used protective clothing or equipment when applying pesticides ................................................................. [Y] [N] [N/A]
7g. Placed all pesticides in tamper-resistant bait boxes or locations that are inaccessible to children and non-target species ................................................................. [Y] [N] [N/A]
7. PESTICIDE USE AND STORAGE (cont.)

7h. Locked or fastened lids of all bait boxes and placed bait away from the runway of the box ................................................................. Yes No N/A

7i. Applied pesticides when occupants were not present or in areas where they would not be exposed to the chemicals ........................................ Yes No N/A

7j. Ensured that school occupants (students and staff) are notified of upcoming pesticide applications through posted notices and/or letters ......................................................................................... Yes No N/A

7k. Ensured that parents are notified of upcoming pesticide applications through letters ......................................................................................... Yes No N/A

7l. Kept copies of current pesticide labels and information on pesticides easily accessible ......................................................................................... Yes No N/A

7m. Stored pesticides off site or in areas that are locked and accessible only to designated personnel ......................................................................................... Yes No N/A

7n. Ensured that storage areas are adequately ventilated and are located away from areas prone to flooding or where spills or leaks may contaminate the environment ......................................................................................... Yes No N/A

7o. Ensured that flammable liquids are stored away from ignition sources ......................................................................................... Yes No N/A

7p. Ensured that pesticides are stored in their original containers and all lids are securely fastened ......................................................................................... Yes No N/A

7q. Ensured that air in the storage space cannot mix with the air in the central ventilation system ......................................................................................... Yes No N/A

8. EVALUATING RESULTS AND RECORD KEEPING

8a. Ensured that accurate, up-to-date records of IPM practices and a pest management log for each property are kept ......................................................................................... Yes No N/A

8b. Ensured that pesticide records necessary to meet all state, local, and school board requirements are maintained ......................................................................................... Yes No N/A

8c. Ensured that each log book contains the following items:
  - Copy of the pest management plan ......................................................................................... Yes No N/A
  - Service schedules for maintenance of buildings and grounds .............................................. Yes No N/A
  - Current EPA-registered labels ......................................................................................... Yes No N/A
  - Current Material Safety Data Sheets (MSDS) for each pesticide project ......................... Yes No N/A
  - Pest surveillance data sheets ......................................................................................... Yes No N/A
  - Diagram noting the location of pest activity, traps, and bait stations ........................................ Yes No N/A

NOTES