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| Department | Environmental, Health and Safety | Document no | EHS-095 |
| Title | Pest Control | | |
| Prepared by: | | Date: | Supersedes: |
| Checked by: | | Date: | Date Issued: |
| Approved by: | | Date: | Review Date: |

1.0 AFFECTED PARTIES

All Environment, Health and Safety personnel

2.0 PURPOSE

The Pest control procedure is designed to act as a control and preventative maintenance program against insect and rodent infestation to buildings at the GMP site.

3.0 SCOPE

This procedure applies to GMP Operations site.

4.0 RESPONSIBILITY \ BUSINESS RULES

4.1 Business Rules

4.1.1 Pest Control Program

A pest control program is to be implemented and maintained for the site. The program is designed to protect against the entry and harboring of pests.

4.1.2 Building

Buildings and Premises are to be designed / modified and maintained to protect against the entry and harboring of pests.

4.1.3 Pest Control Chemicals

Measures for safe and proper use of pest control chemicals shall be included in the Pest Control Program supplied by the contractor. Copies of MSDS shall be held in the site register for all chemicals used in the Pest Control Program.

Only Quality approved chemicals can be used on site and the Pest Control Co-ordinator shall hold a copy of the approval.

A list of all approved chemicals and their relevant MSDS shall be included in the Site Pest Control Program/

4.2 Responsibility

It is the responsibility of the Building Services Co-ordinator to both maintain and oversee the Pest Control Program and must ensure that

- The program is co-ordinated by a qualified pest control co-ordinator / facilitator.
- The program is implemented by a licensed and accredited Pest Control Contractor.

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5.1.10 The Pest Control Coordinator must maintain all the documentation and records of all activities carried out onsite as well as the location maps of all internal and external rodent traps installed.

5.1.11 The Pest Control Contractor shall provide Material Safety Data Sheets (MSDS) for each pest control chemical applied to the site to the Site EHS Department.

5.1.12 The Site Pest Control Coordinator when required to treat infestations of insects may arrange for fumigations or spaying. For any fumigation /spraying, an action plan must first be provided detailing all activities and timeframes, chemicals used and any cleaning required after the treatment to remove traces of the chemicals used.

5.1.13 The Building Services Co-ordinator shall ensure that the Pest Control Contractor provides written procedures regular site services and containment/clean up of a pest control chemical spill.

5.1.14 For residual spraying the Site Pest Control Coordinator will escort the contractor for the duration of the spraying service to ensure the spraying does not affect any stored product area.

5.2 Building Requirements

5.2.1 Building openings shall be screened for windows and external doors that do not exit the building via an air lock. Openings for services and utilities that penetrate the Manufacturing Areas of the building shall be chalked.

5.2.2 Direct access exterior doors are prohibited from production areas where product may be exposed. Such doors are only permitted when designated as emergency or fire exit use only.

5.2.3 Items that can attract or may contain pests such as food, beverages and plants are prohibited from production areas or any area, which are located internally to an air lock. A check for these items should be included in the annual inspection.

5.2.4 The inspection should include:

- Building air handling and service openings;
- Ineffective screening of roof ventilation along ridge tops and eaves;
- Caulking of steel clad building walls at footings and seams;
- Repair of wet or damp spots;
- Effective weather seals between doors and floors, etc.

5.2.5 A 'Buildings Inspection Audit / Program' must include an annual inspection of the manufacturing buildings that may attract or provide an entry point for insect or rodent activity.

5.2.6 Sufficient cleaning / inspection space must be provided between the storage racking and the exterior walls of the warehouse / manufacturing building.

5.3 Pest Control Site Procedure