

Standard Operating Procedure

Title: Pest Control

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.

Standard Operating Procedure

Title: Pest Control

- The program is implemented by a licensed and accredited Pest Control Contractor.
- The program complies with corporate and local pest control guidelines and is effective in its application.
- All manufacturing buildings are regularly inspected and maintained to meet all Manufacturing and Quality standards.
- To check the results of all pest inspections are recorded in the logbooks and electronic records.
- To ensure that in house pest control flytraps are checked and serviced on a monthly basis.

5.0 PROCEDURE

5.1 Pest Control Program

5.1.1 The Building Services Co-ordinator coordinates the implementation of the Pest Control Program and liaises with the Pest Control Contractor to ensure the service and inspection program is carried out.

5.1.2 The program consists of monthly servicing to Manufacturing and the fence line onsite. The Pest Control Program uses the deployment of both internal and external rodent traps in and around the Manufacturing Buildings, excepting areas in which product may be exposed or stored.

5.1.3 Rodent stations or traps internal to the Manufacturing Buildings are to be fitted with sticky boards, as the use of baits within the buildings is strictly not permitted.

5.1.4 Baits may be used in rodent traps external to all buildings and along fence lines.

5.1.5 The contractor shall maintain the deployment of rodent traps along all external perimeter fencing.

5.1.6 Traps located around the external perimeter of manufacturing building openings must be inspected monthly to ensure they are positioned correctly, are serviceable and for any evidence of activity within the traps.

5.1.7 Any Product or Samples must be removed from the area being treated prior to a fumigation / spraying taking place. Fumigation consists of either fogging or gassing with non-residual insecticide. Any fumigation should be undertaken on a Friday evening or Saturday when the buildings are vacant, closed and have been isolated for 48 hours and must then be cleaned prior to before reinstating the building.

5.1.8 The Pest Control contractor shall be escorted at all times when inside the manufacturing buildings; i.e. when servicing warehouse / Receiving internal rodent traps.



Standard Operating Procedure

Title: Pest Control

7.0 SUMMARY OF CHANGES

Version #	Revision History
EHS-095	New