



INTEGRATED PEST MANAGEMENT PROGRAM: BEST MANAGEMENT PRACTICES SHEET

COUNTY DEPARTMENT NAME: _____ SAMPLE _____

YEAR: _____

Location / Address:	<hr/> <hr/> <hr/>
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Pests Likely Encountered & What To Do Until Pest Management Professionals Arrive:

Ants - remove whatever is attracting them (i.e.: food, water, etc); wipe up ant trail with soap and water.
Roaches and mice - note route of entry and exit if possible and cleanup any food sources or attractants
Spiders - note location and frequency of sightings.
Detailed information on these pests is available at www.ipm.ucdavis.edu

Who To Contact If Pests Are Found (or for building maintenance):
Department of Public Works, **Building Maintenance Division, 499-6576.**

Employee Responsibilities:

Ensure that all trash containers are emptied daily, maintain clean kitchen and break areas, seal food in airtight containers, clean up all spills. Report all water leaks. Report any possible points of entry, including but not limited to cracks or holes in walls, gaps under the building's exterior doors, etc.

Responsibilities of all Staff and County Departments

- Adhere to the IPM Ordinance and Policy;
- Not apply or possess any pesticide on County properties;
- Designate an IPM Liaison.

Responsibilities of IPM Liaison

- Act as Department contact on IPM matters and pest-related issues;
- Review and understand the County IPM Ordinance and Policy;
- Review compliance with the IPM Ordinance and Policy;
- Make completed BMP and Site Treatment History Sheets for their Department sites accessible;
- Assist IPM Coordinator in dissemination of IPM educational materials;
- Attend trainings that may be provided by the IPM Coordinator; including training on providing public access to information regarding pest management activities in County facilities.

DEPARTMENT IPM LIAISON: _____

PHONE: _____