

	<p style="text-align: center;"><b>RAMADAN HALAL MEAT MARKET</b>  4750 Cypress Creek Pkwy  Houston, TX 77069  P: 832-705-8694      ramadan.1960hmm@gmail.com</p>	Effective Date:	11/18/22
		Approval:	HED
		Pest Control Plan	

1. **Purpose:** To outline the Pest Control Plan and its validation, in conjunction with the use of contracted services.
2. **Persons Affected:** Facility management, GM, contract service tech.
3. **Definitions:** Contract service provider provides all insecticide details. Other materials include insecticides, glue boards, and bait boxes. Locations are labeled with wall stickers, when feasible.
4. **Responsibilities:** Pest control is contracted externally. Their contract with all details regarding types of traps, bait, and chemicals is on file. Service is every two weeks. Upon completion, the technician reports to the location general manager with an invoice which also lists any observations of pest control issues. The location manager will address these issues by assigning a work order. Verification of the program is provided by the GM. Facility management random stations for positioning and observes their condition. Facility personnel do not handle any pest control materials.
  - 4.1. The contracted service is responsible for pesticide management and maintenance of pest equipment. A contract is agreed upon yearly. No pesticides are stored on site.
  - 4.2. The GM works directly with the contract service representative and will follow up on any recommendations for improvement.
  - 4.3. GM and Pest Control Supervisor meet monthly to complete a pest control review of all activities, repairs, and corrective actions.
  - 4.4. In addition, employees are trained in the importance of keeping doors and windows closed and/or screened to limit any entrance of birds into the facility.
  - 4.5. Pest control map is provided by the contractor and is included in the binder.
5. **Procedure:**
  - 7.1. Pest control is contracted to Rentokil (Presto-X) Services.
  - 7.2. After the contract service representative inspects, the general manager will:
    - 7.2.1. Sign the Pest Control Service Report, review deficiencies, and assign work orders if needed.
      - 7.2.1.1. Insert the paperwork in the master Pest Control manual
      - 7.2.1.2. If a past deficiency has not been taken care of, but a work order has been written, note that this is the case directly on the report, and check on progress.
  - 7.3. Yearly maintenance of the Pest Control Program:

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- 7.3.1.1. At the end of the calendar year check that insurance and licenses are up to date.
- 7.3.1.2. Two years of records must be kept in the binder. File all obsolete paperwork in a separate binder.
- 7.3.1.3. The GM will verify all maps when changes occur.
- 7.3.1.4. Light bulbs for the insect light traps must be changed yearly.

7.4. The pest control stations map is revised whenever changes are made.

**6. Corrective Action:** The GM is responsible for maintaining the records of correction for pest control issues, whether in-house or addressed by the contract service provider. All records of pest control corrective action documentation are in the master Pest Control manual at the location serviced.