

Procedure for Pest Control

Scope: The entire Koster Keunen, Inc. facility located in Watertown, CT.

Purpose: To cover the process for the prevention and/or correction of any infestation from rodents, insects, birds, or any other harmful pests.

Procedure:

1. Envirocare will visit monthly and check or replace all traps within and outside of the facility. Any infestation of pests will be dealt with as per cGMP/IPEC guidelines.
2. Envirocare will use a variety of traps to diversify trapping efficacy. Tin cats with glue boards are used inside the facility and bait stations used outside of the facility.
3. No dust or sprays will be used. All treatments must be preapproved by Quality.
4. The Contractor will be given QD-022, QD-023, and QD-024 which are maps of the facility, including the location of all traps.
5. Each visit, Form 5227 and Form 5228 will be filled out by the Envirocare contactor, indicating the activity in the interior tin cats and exterior bait boxes. The contractor will list the date, type of pest found, and number of pests.
6. Any pests present in traps must be documented.
7. A Quality team representative will be notified of any infestation or pests found in traps during Envirocare monthly visits.
8. All inspections, forms, and applications are documented in the Envirocare invoice folder with a quality team member's approval signature on the documentation.
9. Trending of pests will be conducted annually.
10. In the event of repeated pest presence or areas that are trending with increased pest presence, an investigation and action plan will be developed by Quality members and/or Envirocare to combat the pest situation.

Envirocare Information:

- Envirocare 1020 Echo Lake Rd. Watertown, CT 06795 860.945.3180