

8708 South Congress Ave. Suite B290, Austin, Texas 78745  
 Customer Service: 512-306-9660 Toll Free: 800-345-9666  
 Customer Service Fax: 512-306-9580

<b>Pest Control</b>			
SOP-02-008	Revision: 06	Effective Date: 01/02/2020	
Originated By:	Chris Fields	Approved By:	Alan Andrews
Title:	VP Scientific Affairs	Title:	VP Operations
Date:	02/2009	Date:	01/02/2020

1. Purpose

This SOP described AFS's integrated pest management procedures used to monitor and control pests. This system complies with the National Organic Program (NOP). Low-risk pesticides are used inside the AFS facilities only if physical methods in place are unable to control pest activity.

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2. Scope

This SOP applies to the AFS Austin warehouse.

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3. Responsibilities

- 3.1. It is the responsibility of all employees working within the AFS Austin warehouse to maintain a neat and clean work environment. It is also the responsibility of all employees to report any observations of evidence of pests to their supervisor and pest control vendor.
  - 3.2. Its is the responsibility of all employees to log in the "Pest Sighting Log" located in the warehouse any pest activity observed.
  - 3.3. It is the responsibility of the pest control vendor to service the AFS warehouse every two weeks.
  - 3.4. It is the responsibility of the onsite Food Safety Manager to oversee and verify the biweekly pest control service, and to inspect the AFS facilities for pest activity daily or before shift.
  - 3.5. It is the responsibility of the Quality Department to review and verify that pest control documentation is well maintained correct and in place in the log book and Dropbox. It is the responsibility of the Quality Department to review the annual assessment of the facility to ensure that the program is adequately identifying, addressing, and managing pest issues.
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4. Definitions

Pest control vendor: The company or organization hired to complete an assigned task inside the warehouse.

Quality Department – Quality Manager, QC Technician

Food Safety Manager – onsite employee that holds a valid Texas Food Safety Manager Certificate.

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5. Equipment and Materials

None

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6. Procedures

- 6.1. All building areas are to be maintained in a clean and sanitary condition. Trash will be removed as needed from the warehouse facility. Trash cans will covered. Dumpsters will be removed at least



weekly by an outside service. Recycling will be stored in a manner to prevent pests and will be removed routinely.

- 6.2. All entryways are to be closed when not in immediate use.
- 6.3. Seventeen sticker baits are disposed inside the AFS facilities as a physical method to control and monitor pests. The pest control vendor checks the monitors biweekly.
- 6.4. Six rodent baits are disposed outside the AFS warehouse. The pest control vendor checks the monitors biweekly.
- 6.5. No pesticides are used inside the AFS except pest activity is observed by the pest control vendor or by AFS employees. In this case, the pest control vendor will determine the proper measure to be taken.
- 6.6. If the application of pesticides inside the AFS facilities is necessary, only those pesticides listed in the most recent San Francisco Reduced-Risk Pesticide List (available in the PRP Pest Control folder) will be used. Pesticides will be applied only in the area where pest activity has been observed.
- 6.7. The products used will be logged in the "Material Usage Log" located in the AFS warehouse. A copy of the service report will be documented and kept in the PRP Pest Control folder.
- 6.8. Other documents stored at the PRP Pest Control include the labels and MSDS sheets of products used, the license of the pest control vendor and operator and a map of device locations.
- 6.9. Pest reports will be stored digitally for minimum of four years and hard copies will be available in pest control binder for two years.

7. Verification and Validation Activities

- 7.1. The onsite Food Manager oversees and verifies that the biweekly pest control service was properly conducted by the service provider. The verification is recorded on the pest control binder.
- 7.2. Daily or before operations the onsite Food Safety Manager inspects the warehouse, restrooms and other essential areas and verifies they are in acceptable conditions and with no pest activity. The verification is documented on FOR-02-012 Pre-Operational Inspection.
- 7.3. The Quality Department and Pest Control Manager review the pest control log book to ensure activities conducted in the past three months are documented in the binder. The validation is recorded on the pest control binder..
- 7.4. The Quality Department and Pest Control Manager conduct the facility assessment annually. Pest control reports are reviewed and activity trends evaluated to assess the effectiveness of this PRP. The validation is recorded on the pest control binder..

8. Related Documents

Chem-Free Pest Control Binder  
FOR-02-012 Pre-Operational Inspection

8.0 Revision History

Date	Revised By	Revision No.	Reason for Revision
05/02/2009	C. Fields	2	New Warehouse Ops
06/04/2015	Ana P. Craig	3	Updated item 3.2, included items 6.3 to 6.8. Renumbered the SOP from 103 to SOP-02-008
02/15/2016	Ana P. Craig	4	Updated Procedures
09/12/2017	Ana P. Craig	5	Updated responsibilities. Added verification and validation activities.
01/05/2018	Ana P. Craig	6	Added another verification and validation activity.



APPLIED FOOD SCIENCES

AFS SOP-02-008 R-8

6/19/2019	Blake Dixon	7	Updated with document retention rules
01/02/2020	Blake Dixon	8	Updated with new logo

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