

## **Pest Control SOP – Internal Program**

**Facility Name:** Guangzhou NEWNAIL COSMETICS CO., LTD

**Product:** Halal Nail Polishes

**Responsible Department:** Facility Management

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### **Objective**

To ensure a hygienic and pest-free environment in all areas of the facility, especially where halal products are stored, processed, or packaged.

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### **Scope**

Applies to all production, storage, and office areas.

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### **Responsibilities**

- The Facility Maintenance Manager is responsible for implementing and monitoring pest control activities.
  - All employees must report any pest sightings immediately.
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### **Procedure**

#### **1. Inspection Frequency**

- Inspections are performed for all indoor areas.
- Outdoor areas (waste zones, loading docks) are checked

#### **2. Inspection Method**

- Visual inspection for pests (insects, rodents, droppings).
- Sticky traps are checked and replaced as needed.



- Doors, windows, and vents are checked for proper sealing.

### 3. Preventive Measures

- Trash is removed daily.
- All food is banned from production zones.
- Seals on doors/windows are maintained to block entry.
- Screens are installed on vents.

### 4. Treatment

- Natural pesticides are used if necessary.
- Chemical use must be away from halal zones.

### 5. Corrective Action

- If pest activity is found, an immediate deep cleaning is performed.
- Root causes (e.g., gaps, waste buildup) are corrected within 24–48 hours.

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## Review

- SOP is reviewed whenever procedures change.

