

*Integrated Pest Management. The contents of this plan, including but not limited to the plan scope and goals, roles and responsibilities, standard operating procedures, implementation strategies, performance measurement and schedule for reassessment, and quality assurance, will vary by project based on the building's circumstances. Be sure to customize this plan example, tailoring it to your project's specifics. It will be reviewed as a part of your project's documentation submission.*

## **Integrated Pest Management plan for Carnegie Mellon University - Oakland Campus**

Effective date: January 1, 2023

### **i. Scope**

This plan applies to all interior spaces in the building and all portions of the site and grounds for Carnegie Mellon University (CMU). This plan will be consulted prior to taking action on pest management in the building or on the building grounds. Pests include general and structural based insects that are detrimental to the property, a nuisance to building occupants, or unwanted on the building grounds for other reasons.

### **ii. Roles and Responsibilities**

#### **Integrated Pest Management Team**

<b>Role/Party</b>	<b>Responsibilities</b>
Facilities Management / CMU	<ol style="list-style-type: none"><li>1. Ensuring that this plan is executed</li><li>2. Ensuring that the contracted IPM vendor is fully trained on this plan and adheres to the plan procedures</li><li>3. Coordinating site visits by the vendor for regular inspections and as needed for implementation of pest controls</li><li>4. Overseeing work performed by the vendor</li><li>5. Approving the use of pesticides when they are necessary</li><li>6. Providing proper notification to occupants as necessary</li><li>7. Ensuring occupant contacts are aware of the procedures in this plan</li><li>8. Evaluating performance and making updates to the plan as necessary</li></ol>
Pest control vendor / Witt Pest Management	<ol style="list-style-type: none"><li>1. Adhering to the procedures outlined in this plan</li><li>2. Identifying pests during site visits and inspections</li><li>3. Reporting the results of site visits and inspections to the overall responsible party</li><li>4. Notifying the overall responsible party when pest action thresholds are reached or exceeded</li><li>5. Obtaining approval for service plans and treatment strategies when necessary</li></ol>
Students/Faculty/Staff @ CMU	<ol style="list-style-type: none"><li>1. Reporting pest issues in respective occupant spaces to the overall responsible party</li></ol>

The pest control vendor is responsible for adhering to the procedures outlined in this plan and reporting the results of site inspections to the Property Manager. If at any time integrated and alternative pest control methods fail and chemical pesticides are necessary, the pest control vendor must use discretion and judiciously apply products in a safe, effective and low-impact manner.

Each occupant, department, faculty member, etc in the building has a designated contact for communications regarding pest control. These contacts are responsible for reporting pest issues in their

space to the Property Manager. The Property Manager will notify the contacts, as necessary, if as occupants in the space specific preparation or post-service steps are required.

### **iii. Standard Operating Procedures and Implementation Strategies**

#### **Pest control strategies**

The building interior and exterior will be periodically inspected for the presence of pests and preventive measures will be taken to avoid pests. If any pests are detected, integrated (nonchemical) methods will be implemented as the first control step, including sanitation measures, exclusion measures, and the use of traps.

Sanitation: Potential food and water sources available to pests will be evaluated and minimized or eliminated. This can be done by thoroughly cleaning and maintaining food service areas and break rooms, fixing leaking pipes and faucets, and altering landscape features to eliminate standing water.

Exclusion: Cracks, crevices, and holes in the building envelope will be sealed. A plant-free zone will be maintained immediately adjacent to the building.

Traps: For insects and rodents, non-chemical baits (such as peanut butter) will be used to trap pests.

If integrated pest control measures are unable to resolve the problem, pesticides will be used in a low impact manner

#### **Occupant Communication plan**

If pests are observed in a space, it is the responsibility of the occupant to notify the overall responsible party of the pest control plan via email. Within one business day, the overall responsible party will contact the pest control vendor to inspect the situation and determine whether the regular action threshold or the emergency action threshold has been met. The pest control vendor will then take the appropriate actions.

#### **Action thresholds**

Regular treatment includes the use of first non-chemical controls (sanitation, exclusion, traps, etc), followed by the use of targeted pesticide control methods if the situation is not resolved, and then broader chemical control methods if the situation is still not resolved.

### **iv. Quality Control, Performance measurement and schedule for reassessment**

All pest control activity, including inspections, will be recorded in the IPM tracking tool. The following items will be tracked:

- Pest type and name
- Pest population density and monitoring frequency
- Pest action threshold observed
- Prevention measures implemented
- Product applied (name)
- Date and time of product application (if applicable)

At a minimum, on an annual basis, quality assurance reviews and meetings should be conducted with all stakeholders involved in this plan. Performance will be evaluated against the goals specified above. If the goals are not being met adjustments will be made to this plan in order to facilitate goal achievement.