

# Guidelines for IPM in School & Childcare Pest Management Contracts

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These guidelines are intended to help you incorporate IPM specifications into an existing pest management contract. For a more comprehensive sample IPM contract, contact SPCP at 312/641-5575.

## 1. General

- A. Description of Program: This specification is part of a comprehensive Integrated Pest Management (IPM) program for the premises listed herein. IPM is a process for achieving long-term, environmentally sound pest suppression. IPM services include monitoring, physical, cultural, biological and, only as a last resort, least-hazardous chemical controls.
- B. Contractor Service Requirements: The Contractor shall provide all services of the IPM program as well as recommendations for structural and procedural modifications to aid in pest prevention. The Contractor should have IPM training and experience.

## 2. Action Thresholds

Levels of pest populations or site environmental conditions that require remedial action by the Contractor shall be established. Action shall only be taken when a pest population is present and posing a problem and/or risk to school property and/or building inhabitants.

## 3. Initial Building Inspections

The Contractor shall complete a thorough, initial inspection of each building or site prior to the starting date of the contract to evaluate the pest management needs of all premises and to identify problem areas and any equipment, structural features, or management practices that are contributing to pest infestations.

## 4. Pest Control Plan

- A. Proposed Methods for Monitoring and Surveillance: The Contractor shall describe methods and procedures to be used for making objective assessments of pest population levels.
- B. Inspection Schedule for Each Building or Site: The Contractor shall provide complete inspection schedules for scheduled Contractor visits.
- C. Description of Site-Specific Pest Control Methods: The Contractor shall describe physical, structural, operational, biological, and least-hazardous methods that will be used to respond to pest populations that exceed the established thresholds. The Contractor shall use non-chemical methods wherever possible. The Contractor shall provide the IPM Coordinator with written recommendations for any maintenance or sanitation measures needed to prevent future pest infestations.
- D. Approval for Pesticide Use: Pesticide applications shall be by need and not by schedule. The Contractor will not use any pesticide without obtaining approval from the IPM Coordinator. The Contractor shall provide a written request that justifies the need to use a pesticide. If pesticide use is approved, the Contractor shall employ the least-hazardous materials and methods of pesticide application necessary to achieve control.
- E. Proposed Materials and Equipment for Service: The Contractor shall provide Material Safety Data Sheets for all products that may be used.
- F. Notification: The Contractor shall work with the IPM Coordinator to ensure full compliance with Illinois' notification requirements.

## 5. Record-keeping

The IPM Coordinator shall be responsible for maintaining a pest control logbook or file. The Contractor shall be responsible for documenting each visit to the site and all services provided. This file shall include:

- A. A copy of the Contractor's approved Pest Control Plan.
- B. Work Request and Inspection Forms: These forms advise the Contractor of service requests and document performance of all work.
- C. Contractor's Service Report Forms: These forms document all information on pesticide applications.