



Title	Rodent Control
SOP Reference	
Responsibility	Plant Manager, GMP/Pest Management Supervisor,
References	
Supporting Documentation	MSDS for approved chemicals

Risk Assessment Number:- 81308

Personal Protective Equipment:- Safety Glasses, Gloves, High visibility clothing, safety boots

DO NOT PROCEED WITH THIS TASK UNLESS ALL PERSONAL PROTECTIVE EQUIPMENT IS ON AND RISK ASSESSMENT READ.

OH & S

Ensure the use of "Approved Chemicals" only. If a chemical is not approved, **DO NOT** use it until an approval form for the use and application of new and modified chemicals has been approved by SHE Dept & relevant manager.

HYGIENE:

HACCP: Do not leave any residue around plant or plant bait stations or baits in product flow paths

Rodent Control - Bait Stations

The primary method for monitoring and controlling rodents (Mice and rats) is bait stations that are positioned within and around the perimeter of the plant.

Bait Station Positioning

Bait stations will be repositioned as necessary in accordance with rodent activity and movement around the plants but need to be fixed and clearly marked to ensure location is known. The preference is to place stations near but not on rodent trails.

These stations are numbered with their location detailed on a site map – Document Number 08/15325

Inspection and recording activity:

Equipment:

Personal Protection: Gloves, Safety Glasses, high visibility clothing, safety boots

Other: Broom, bucket for residue, rodent baits, inspection log, pen, torch, bait station key, permanent marker

- Ensure all personal protective equipment is put on prior to opening a bait station
- Open bait station by popping up with key.
Estimate and record how much of the bait has been eaten or removed e.g., bait half eaten using the "Bait Station Activity Log" - Document Number 08/15324
- Clean out any debris in and around station
- Ensure that the station is numbered clearly. Renumber if required.
- Ensure that the Rodent Bait Station label is applied. Re-label if required.



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Replace with new baits and record actions on "Bait Station Activity Log" - Document Number 08/15313.

- Ensure bait stations are closed and the correct way up when complete.

Records activity on the "Bait Station Activity Log" - Document Number 08/15324 in the relevant Week number.

3+ baits replaced and or evidence of fecal matter= High Activity

2 baits = Medium Activity

1 baits = Low Activity

Record any other findings.

Frequency:

Each bait station will be examined as a minimum on a fortnightly basis. Frequency may increase to weekly subject to rodent activity.

Baits:

Talon Wax Blocks, All-weather Tom Cat Blocks, All-weather Tom Cat II, Storm Secure Wax Blocks.

Typically two to three baits will be placed in each station with the bait types rotated every six months and replaced when the bait has been approximately half eaten.

Other baits types may also be used periodically such as gels however application must ensure that there is no risk of bait entering the product flow path.

Rat Drinkers

Wash out drinkers with water and clean any debris from inside and around area.

Measure required amount of product into drinker and add required volume of water.

Ensure drinkers are well away from any product stream, water drains or water sources.



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Pest Sightings

The Pest Sighting Register, - Document Number 08/308 which is located in the production offices at each site must be completed by plant personnel when any activity is noticed.

The Pest Sighting Register must be reviewed for any recordings weekly by the **GMP/Pest Management Supervisor or delegate**. This activity (if not already addressed) **MUST** be reviewed when next inspecting bait stations with any comments or actions recorded on the Pest Sighting Register - Document Number 08/15327

Records & Review

The Pest Sighting Register - Document Number 08/15327 and the Bait Station Activity Log - Document Number 08/15313 completed records are to be stored in the appropriate plant folder

The Activity Log and Control are discussed at quarterly management review meetings. All Documentation is to be brought to these meetings.

Summary of Findings on Bait Station Activity Log - Document Number 08/15324 must be completed identifying areas of high and medium activity and action taken.