

Innovative Pest Management Services for F&B Industry

Issue 1.0

HACCP Pest Management Audit for Food Safety Management

HACCP - Compliant Pest Control SOP

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Department: Operations

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1. Purpose

To establish a comprehensive pest management system that prevents, monitors and controls pest activity within the facility, ensuring food safety, regulatory compliance and alignment with HACCP Pre-Requisite Programs.

2. Scope

This SOP applies to all areas of the facility, including:

- Raw material receiving
- Production & processing areas
- Storage (dry, chilled, frozen)
- Packing & finished goods
- Waste disposal areas
- External perimeter

3. Definitions

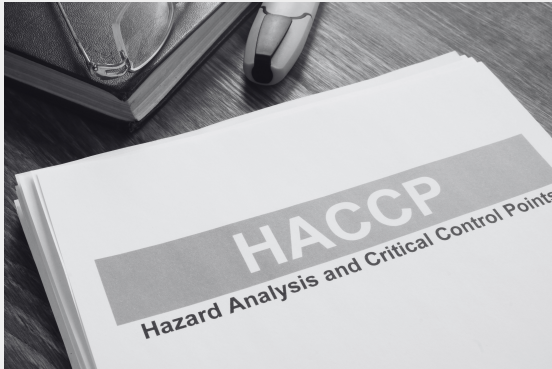
- **Pests:** Rodents, cockroaches, flies, ants, birds, stored-product insects.
- **PRP:** Pre-Requisite Program supporting HACCP.
- **PCO:** Pest Control Operator (Innovative Pest Specialists).
- **UVLTs:** InnoFly UV Light Traps for flying insect monitoring.

4. Responsibilities

Department	Descriptions
Management	☐ Ensure pest control contract is established with licensed provider. ☐ Approve SOP, resources and training.
QA / Food Safety Team	☐ Maintain pest control records. ☐ Conduct internal inspections. ☐ Review service reports, trend analysis and corrective actions.
All Staff	☐ Maintain hygiene and housekeeping. ☐ Report pest sightings immediately. ☐ Follow waste handling procedures.
PCO (Innovative Pest Specialists)	☐ Carry out scheduled treatments. ☐ Maintain all traps, bait stations and UVLTs. ☐ Provide trend analysis, reports and recommendations.

5. Procedure

5.1 Scheduled Pest Control Visits



Frequency: Monthly or as defined by pest service report

Activities include:

- ☐ Rodent bait station inspection
- ☐ Cockroach monitoring replacement
- ☐ Flies and crawling insect spot treatment
- ☐ UVLT maintenance
- ☐ Perimeter treatment as needed

5.2 Monitor Devices



- Rodent bait stations: External & internal low-risk areas
- Cockroach monitors: Inside high-risk food rooms
- UVLT traps: Away from food contact surfaces
- Pest monitoring station: All entryway/ access way
- Stored-product insect traps (where applicable)

Each station will be labelled with:

- ☐ Station number
- ☐ Location
- ☐ Date of last service

5.3 Pest Trend Analysis



QA/ PCO to review trends monthly:

- ☐ Hotspot pest identification
- ☐ Sudden pest activity spikes
- ☐ Seasonal pest trends
- ☐ Pest root cause & pest preventive actions

5.4 Pest Sighting Procedure



If any staff see signs of pests:

- ☐ Stop operations if product is at risk
- ☐ Inform QA immediately
- ☐ Record in **Pest Sighting Log**
- ☐ QA investigates
- ☐ PCO conducts corrective treatment if needed
- ☐ Implement preventive actions (e.g., sealing gaps)

5.5 Corrective Action



Triggered when:

- Pest sighting occurs
- Trap activity exceeds threshold
- Structural issues observed

Actions include:

- ☐ Deep cleaning
- ☐ Increased monitoring
- ☐ Structural repair
- ☐ Additional treatment
- ☐ Isolation or disposal of affected products

5.6 Chemical Control



- ☐ Only registered pesticides allowed
- ☐ No chemical treatment allowed inside **high-care or open food areas**
- ☐ All MSDS must be maintained
- ☐ PPE required for application

6. Documentation & Records

- PCO [service reports](#)
- Device placement map
- Trend analysis charts
- Pest sighting log
- Corrective action forms

- Chemical usage records

Records must be kept for minimum 2 years (or as per regulation).

7. Verification

- ☐ Internal pest audit monthly
- ☐ Annual program review
- ☐ Review during HACCP verification
- ☐ Supplier audit of PCO yearly

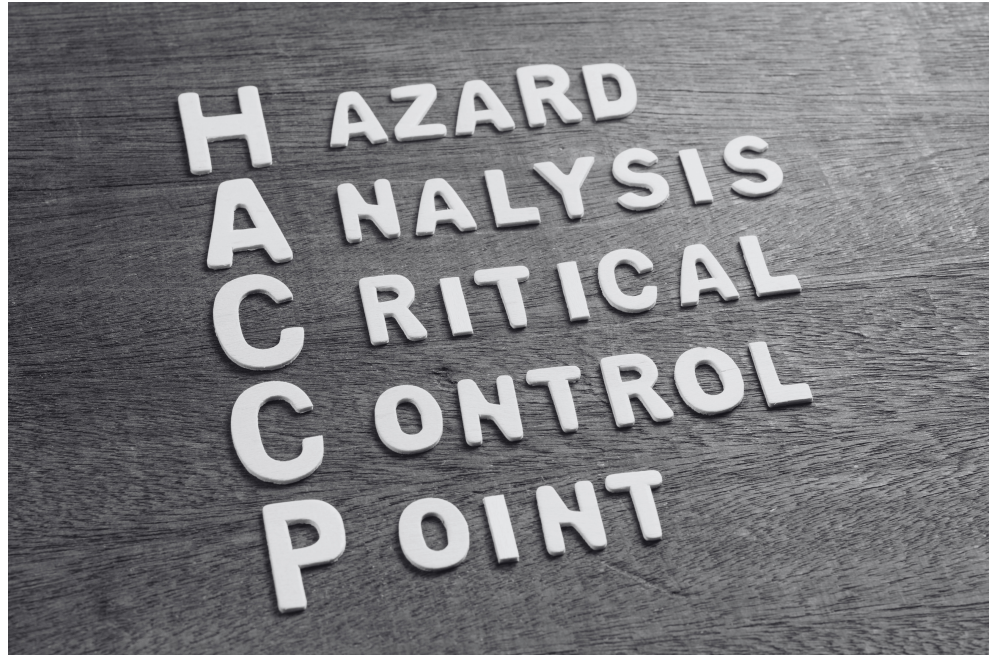
Resource Teams

Team	Phone	Email	Office Hours
Service Team	+65 6909 0988	admin@innovativepest.sg	8 AM - 6 PM
Marketing Team	+65 9028 6993	fazly@innovativepest.sg	8 AM - 6 PM
Technical Support	+65 9007 4056	hadi.hanafı@innovativepest.sg	24 hours

8. Pest Management Staff Training

Pest Management in HACCP Framework

Ensuring Food Safety Through Prevention



Why Pest Control is Critical?

- ☐ Prevents biological, physical, chemical hazards
- ☐ Required for HACCP, ISO 22000, BRC, GMP
- ☐ Protects product integrity, brand reputation & customer health

Types of Hazards from Pests

Biological: Salmonella, Listeria, E. coli

Physical: Droppings, hair, insect fragments

Chemical: Urine, pheromones, decomposition fluids

Common Food Facility Pests

- ☐ Rodents
- ☐ Cockroaches
- ☐ Flies
- ☐ Ants
- ☐ Stored-product insects
- ☐ Birds

Pest Entry Points

- ☐ Open doors
- ☐ Gaps in structure
- ☐ Drains & pipes
- ☐ Incoming raw materials

- ☐ Poor waste handling

HACCP Role of Pest Management

- Critical Pre-Requisite Program
- Reduces hazard risk
- Supports CCP identification
- Ensures stable, controlled environment

Innovative Pest Control & Management Tools

- ☐ Rodent bait stations
- ☐ Cockroach monitors
- ☐ UVLTs (Fly traps)
- ☐ Glue boards
- ☐ SPI traps
- ☐ Perimeter treatment

Advanced Technology AI Trend Monitoring

- ☐ Monthly trend analysis
- ☐ Identify hotspots
- ☐ Seasonal patterns
- ☐ Escalate corrective action

Staff Responsibilities

- ☐ Maintain housekeeping
- ☐ Report sightings
- ☐ Follow pest SOP
- ☐ Do not tamper with devices

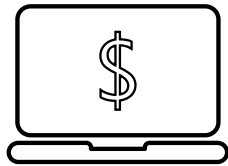
Training Summary

Pest control is essential for:

- ✓ Food safety
- ✓ HACCP compliance
- ✓ Customer protection
- ✓ Operational efficiency

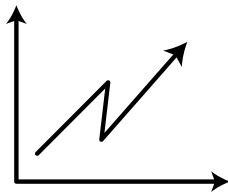
9. Staff Awareness Summary

Why Pest Control Matters #1



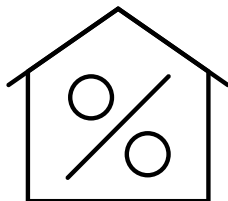
- Pests carry bacteria like Salmonella, E. coli and Listeria
- Pests contaminate food with droppings, urine and insect parts
- Pest activity can shut down operations and fail audits.

Your Responsibilities #2



1. Keep areas clean
2. Close doors properly
3. Throw waste only in covered bins
4. Check for signs of pests
5. Report any sightings immediately
6. Never touch pest control devices

What to Report #3



- Rodent droppings
- Cockroach sightings
- Flies in production areas
- Damaged packaging
- Any unusual smells or stains

Who to Report To #4

- ☐ Supervisor
- ☐ QA/ Food Safety Team

Remember

Pest control is EVERYONE'S responsibility.
A clean workplace = a safe workplace.

10. Pest Control Device Placement Guidelines

10.1 Zoning in Food Facilities

Zone 1: High-Risk / Open Food Areas

- ☐ No bait or chemical treatments
- ☐ Only non-toxic monitoring devices
- ☐ UVLTs allowed but must be away from food contact surface

Zone 2: Low-Risk Production Areas

- ☐ Cockroach monitors
- ☐ Limited gel baits (only if food is covered)
- ☐ UVLTs permitted

Zone 3: Storage & Warehousing

- ☐ SPI traps
- ☐ Rodent snap traps or bait stations
- ☐ Perimeter rodent stations

Zone 4: External Perimeter

- ☐ Rodent bait stations at **10 – 15 m intervals**
- ☐ Wall-mounted securely
- ☐ Numbered and locked

10.2 UVLT Placement Rules

- ☐ At least **2 meters away** from food contact surfaces
- ☐ Not visible from exterior (avoid attracting pests)
- ☐ Do not install over open food areas
- ☐ Mount at 1.8 – 2.0 m height

10.3 Rodent Bait Station Rules

- **External stations:**

- ☐ Placed along fence/ wall lines
- ☐ 10 – 15 m apart
- ☐ Secured and locked

- **Internal stations:**

- ☐ Only non-toxic monitoring blocks
- ☐ Never in high-risk rooms

10.4 Cockroach Monitoring

- ☐ Place under sinks, equipment legs, dark corners
- ☐ Replace glue traps monthly
- ☐ Use serial numbering system

10.5 Pest Service Record Keeping

- ☐ Maintain updated **device placement map**
- ☐ Document service date & findings
- ☐ Record corrective actions

End of Guidelines