

Revise: 04-02-2020

University of Sussex

Integrated Pest Management Plan (IPM)

INTRODUCTION

Sussex Estates and Facilities provide self-delivery of the planned and reactive Pest Control Service for the University of Sussex grounds and properties, using modern equipment and methods, 24 hours a day.

Integrated Pest Management (IPM) is a sustainable approach to managing pests by combining biological, cultural, physical and chemical tools in a way that minimizes economic, health and environmental risks.

Sussex University has adopted this Integrated Pest Management Plan for the buildings and grounds Sussex Estates and Facilities manage.

The plan outlines procedures to be followed to protect the health and safety of staff, student and visitors from pest and pesticide hazards. The plan is designed to comply with company policies and legislation.

Objectives of this IPM plan include:

- Elimination of significant threats caused by pests to the health and safety of staff, students and the public.
- Prevention of loss or damage to structures or property by pests.
- Protection of environmental quality inside and outside buildings.

This IPM plan will be stored in the Rural Estates Maintenance Office, Hastings Building.

IPM Management

The Rural Estates Manager or designee shall be responsible to implement the IPM plan and to coordinate pest management-related communications between Sussex Estates and Facilities and Sussex University, staff, students and cohorts.

IPM COMMITTEE

Sussex Estates Facilities will maintain a safety-related committee with responsibility for annual review of the IPM program and for assisting the IPM Manager in resolving pest-related issues. The committee will address IPM issues as needed and at least annually. Minutes will be taken of committee meetings and kept on file by the IPM Coordinator.

POSTING AND NOTIFICATION OF PESTICIDE APPLICATIONS

When pesticide applications are scheduled in Sussex Estates Facilities (SEF) managed buildings or on grounds, SEF Pest Control Service shall provide notification in accordance with the law, including:

1. Posting a pest control information sign with the date, time and location of the application and the product applied in an appropriate area and including contact information for additional details.
2. Providing this information to all individuals working in the building.
3. Providing this information to all teachers and students who have requested notification of individual applications of pesticides.

Where pests pose an immediate threat to the health and safety of staff, SEF may authorize an emergency pesticide application and shall notify the service center and the building manager by telephone and Email. Disinfectants, anti-microbial and self-contained or gel-type pesticide baits applied in inaccessible areas are exempt from posting, notification and the 4-7 hour reentry requirement.

RECORD KEEPING & PUBLIC ACCESS TO INFORMATION

SEF will maintain records of all visits and pest control treatments for at least three 3 years. Information regarding pest management activities will be made available to staff and students at the Grounds Maintenance administrative office. Requests to be notified of pesticide applications may also be made to this office.

TRAINING

All SEF staff will be provided with training on the Sussex Estates Facilities IPM policy at Induction and during Tool Box update training.

Training will include the rationale for the IPM policy /program and specific elements including the reporting of pest-sightings to the Service center and prohibition on pesticide applications by non-certified individuals.

Additionally, designated Grounds staff, Porters and Catering personnel who conduct regular inspections of University facilities will receive advanced training on identifying pest infestations and pest-conducive conditions.

This training will support Pest Control Service and the IPM policy and plan across the University Estate.

Pest Control Training and certification records are held within the SEF Internal Management System (IMS) and within this document. (*Appendix 001*)

GENERAL IPM STRATEGIES

Pest management strategies may include education, exclusion, sanitation, maintenance, biological and mechanical controls, and pre-approved, site-appropriate pesticides.

An Integrated Pest Management decision at Sussex University/SEF will consist of the following steps:

1. Identify pest species.
2. Estimate pest populations and compare to established action thresholds.
3. Select the appropriate management tactics based on current on-site information.
4. Assess effectiveness of pest management.
5. Keep appropriate records.

Decisions concerning whether or not pesticides should be applied in a given situation will be based on a review of all available options. Efforts will be made to avoid the use of pesticides by adequate pest proofing of facilities, good sanitation practices, selection of pest-resistant plant materials, and appropriate horticultural practices.

When it is determined that a pesticide must be used in order to meet pest management objectives, the least-hazardous material, adequate for the job, will be chosen.

All pesticide storage, transportation, and application will be conducted in accordance with the requirement of the Control of Pesticides Regulations 1986(COSHH) , Wildlife and Countryside Act 1981(WCA), Health and Safety at Work Act (HSAWA), Sussex Estates Facilities policies and procedures.

No person shall apply, store, or dispose of any pesticide on University-managed property without a recognized pesticide license. All pesticide operators will be trained in the principles and practices of IPM and the use of pesticides approved for use by the Control of Pesticides Regulations 1986. All operators must comply with the IPM policy and follow appropriate regulations and label precautions when using pesticides in or around University facilities.

Pest Control / cleaning and Grounds Role

Sussex Estates service lines including cleaning, pest control and Grounds maintenance will be guided by the IPM program and TFM specifications for pest control.

Staff will be directed to provide special attention to pest-vulnerable areas including food storage, preparation and serving areas; washrooms; closets; Training and Educational rooms and entryways into the buildings.

IPM experts will be asked to provide input on any facility renovation or reconstruction projects including reviewing plans for pest-conducive conditions, suggesting pest-proofing measures and inspecting construction where applicable to prevent and avoid pest problems, including landscape design.

Service Centre Role

Service Centre will provide support to assist the Pest control department in maintaining an IPM program that relies on minimal pesticide use. Such support will include efforts to promptly address any structural, horticultural, or sanitation changes recommended by the Pest Control technician to reduce or prevent pest problems.

The Pest Control Department will develop and deliver materials and programs for staff, students, to educate them about the importance of good sanitation and pest control.

The Grounds Manager is responsible for ensuring staff compliance with the IPM policy and plan.

PEST-SPECIFIC STRATEGIES

The following strategies will be used for frequently encountered pests:

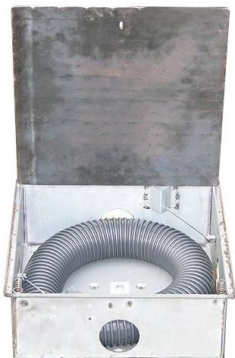
1. Initial Survey

- a. Rodents will be identified to species to aid in locating nesting sites, preferred food, habits and appropriate baits when necessary.
- b. Extent of infestation will be assessed horizontally and vertically
- c. Size of infestation, light, moderate or heavy
- d. Areas of activity located and potential baiting points agreed
- e. Food source identified and removed.
- f. Harborage Sites identified and removed
- g. Water source identified and removed
- h. History of infestation- particularly control history
- i. Source of infestation breeding and nesting site located
- j. Immigration
- k. Non target hazards – including children, pets, and wildlife
- l. Proofing defects
- m. Hygiene defects

2. Activity and Baiting strategy

External Box baiting stations are to be reduced over the 2019 period and replaced with discreet stations that will blend into the surrounding University landscape.

Discretion, security, versatility is achieved using this strategy and also addresses the associated sensory and physical attributes of commensal Rodents activity, within the campus estate, by providing rodents with a natural feeding environment underground.



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3. Campus External Inspections

Site external surveys are scheduled events and undertaken at the start of each Month, they follow the criteria listed in section one above and ensure consistency and structure within the IPM Strategy.



IPM Campus Inspection Schedule 2109

January 2019					February 2019					March 2019					April 2019								
Week	1	2	3	4	5	Week	6	7	8	9	Week	10	11	12	13	Week	14	15	16	17			
Monday		7	14	21	28	Monday		4	11	18	25	Monday		4	11	18	25	Monday	2	8	15	BH	29
Tuesday	BH	8	15	22	29	Tuesday		5	12	19	26	Tuesday		5	12	19	26	Tuesday	3	9	16	23	30
Wednesday	2	9	16	23	30	Wednesday		6	13	20	27	Wednesday		6	13	20	27	Wednesday	4	10	17	24	
Thursday	3	10	17	24	31	Thursday		7	14	21	28	Thursday		7	14	21	28	Thursday	5	11	18	25	
Friday	4	11	18	25		Friday	1	8	15	22	Friday	1	8	15	22	29	Friday	5	12	BH	26		

May 2019					June 2019					July 2019					August 2019									
Week	18	19	20	21	22	Week	22	23	24	25	26	Week	27	28	29	30	31	Week	31	32	33	34	35	
Monday		BH	13	20	BH	Monday		3	10	17	24	Monday		1	8	15	22	29	Monday		5	12	19	BH
Tuesday		7	14	21	28	Tuesday		4	11	18	25	Tuesday		2	9	16	23	30	Tuesday		6	13	20	27
Wednesday	1	8	15	22	29	Wednesday		5	12	19	26	Wednesday		3	10	17	24	31	Wednesday		7	14	21	28
Thursday	2	9	16	23	30	Thursday		6	13	20	27	Thursday		4	11	18	25	Thursday		1	8	15	22	29
Friday	3	10	17	24	31	Friday		7	14	21	28	Friday		5	12	19	26	Friday		2	9	16	23	30

September 2019					October 2019					November 2019					December 2019											
Week	35	36	37	38	39	Week	40	41	42	43	44	Week	44	45	46	47	48	Week	48	49	50	51	52			
Monday		2	9	16	23	30	Monday		7	14	21	28	Monday		4	11	18	25	Monday		2	9	16	23	30	
Tuesday		3	10	17	24		Tuesday		1	8	15	22	29	Tuesday		5	12	19	26	Tuesday		3	10	17	24	31
Wednesday		4	11	18	25		Wednesday		2	9	16	23	30	Wednesday		6	13	20	27	Wednesday		4	11	18	BH	
Thursday		5	12	19	26		Thursday		3	10	17	24	31	Thursday		7	14	21	28	Thursday		5	12	19	BH	
Friday		6	13	20	27		Friday		4	11	18	25		Friday		1	8	15	22	29	Friday		6	13	20	27

4. Catering/ kitchen inspection schedule

The Food and Hygiene Regulations provide us with a framework to be enforced within our Campus IPM. They are:

- *The layout, design, construction and size of food premises shall permit good food hygiene practices including protection against contamination and pest control.*
- *Windows which open to the outside must, where necessary be fitted with removable, insect – proof screens*
- *The siting, design, construction, cleanliness and maintenance of moveable/temporary premises and vending machines must avoid the risk of contamination, in particular by animals and pests.*
- *Refuse stores must be designed and managed so as to enable them to be kept clean and where necessary, free of animals and pests.*

Adequate procedures to control pests within our campus are in place, such as;

1. Proofing of entrances and other entrance points
2. Insect screens
3. Electronic fly killers (EFKS)
4. Good stock rotation of dry goods
5. Regular surveys by competent staff
6. Baiting with pesticides
7. Due Diligence by staff

To manage this further and support a robust IPM within the catering outlets we support, we also undertake scheduled kitchen inspection at the start of each month, within the following University food Outlets;

1. Arts A
2. Dhaba
3. Bramber ground floor, 1st floor, 3rd floor
4. Falmer Sports
5. Jubilee
6. Library
7. Doctor's Orders
8. The Bridge

The inspections are undertaken by our in-house SEF level 2 qualified staff that have extensive industry experience; this inspection is not to be confused with a Local Authority enforced public health inspection.

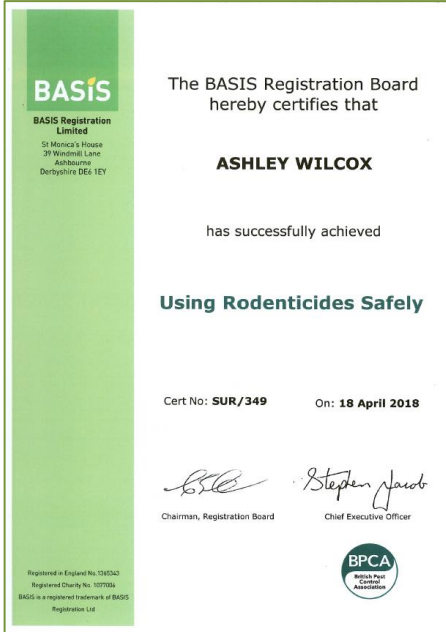
Each outlet has been issued with premises Pest Control Folder containing contact details for their pest control technician and other important documentation.

- 1, Attendance Record
- 2, Monthly report sheet / Recommendations
- 3, Rodenticide Insecticide application (COSHH Sheet)
- 4, Risk Assessment
- 5, Product Data Sheets

(Appendix 001)

Pest Control Staff Training and Certification Records

Mr. Ashley Wilcox



Miss Lynne Saunders

