

Smithtown CSD
Integrated Pest Management (IPM)
Plan

(Revised 3/20/2019)
Director of Facilities: Dan Leddy

accepted generic name; the building, and rationale for each type of use. Proposed trapping devices, if any, must also be included. The plan must describe in detail, the contractor's means for monitoring pest populations in and around the buildings.

Frequency of inspections and treatment by the contractor will depend on the specific pest control needs of the premises. At minimum, inspections will be done monthly. Food service areas will be monitored bi-weekly.

Any subsequent changes in the plan and schedule and or additions to the approved pesticide list must receive the concurrence of the district.

C. **Monitoring and Inspection** - A critical aspect of the pest management plan will be the establishment of a monitoring and inspection program to identify infested zones and allow an objective assessment of pest population levels. Monitoring and inspection will be continued throughout the duration of the contractor's work with the district. Where appropriate, glue traps will be employed to monitor cockroach populations in selected areas.

D. **Structural Modifications** – Unless otherwise stated in the project definition, structural modifications for pest suppression will not be the responsibility of the contractor. The contractor will make recommendations to the district of what structural modifications can reasonably be accomplished.

E. **Pesticide Treatment** – The contractor will not apply any pesticide, which has not been specifically approved by the district. As a general rule, application of pesticides in any area inside or outside the premises will not occur unless inspections and monitoring indicates the presence of pests within that specific area. An actual specimen of an insect pest, or active signs of same, must be seen before pesticides are applied. The contractor will obtain authorization from the district prior to any pesticide application. The contractor will not apply any pesticide that is not specified for use in a public schools in New York State.

F. **Record Keeping** – The contractor will be responsible for maintaining a complete and accurate pest management log. Each building that is serviced under this contract will have its own logbook, which will be kept by each Chief/Head custodian and maintained on each visit by the contractor. The logbook is the property of the district and is not to be removed from the premises by the contractor.

The logbook will contain the following items:

1. A copy of the Pest Management Plan and service schedule for the building
2. A copy of the current label and EPA registration number for each pesticide and Safety Data Sheet. Pesticide labels must include in-depth safety and use documentation.

3. Pest surveillance data sheets which record, in a systematic fashion, the number of pests or other indicators of pest population levels revealed by the contractor's monitoring program for the building.
4. The location of all traps, and bait stations in and around the premises. (Map format is preferred)
5. The district's work order or other requests for service form. These forms will be supplied to the contractor by the district and will be used to advise the contractor of routine service requests and to document the performance of all work. Upon completion of a service visit to the building, the contractor's representative performing service will complete, sign and date the log, and return it to the Head/Chief custodian.

G. Special Requests and Emergency Services – Regular service by the contractor will consist of performing all components of an IPM program other than structural modifications, as described in the contractor's detailed plan and schedule for each building during the period of this contract. The district will place occasional requests for corrective action, special services beyond routine requests or emergency service, with the contractor's on-site supervisor. The contractor will respond to requests for emergency service requests within one working day after receipt of request. In the event that such services cannot be completed in the above time f

coordination is to review the plan and schedule and to receive information on problem areas needing corrective action.

Services, which do not adversely affect occupant health or disrupt the education process may be performed during the regular hours of operation in the various buildings with prior approval of the district. When it is necessary to perform work on a weekend outside of the regularly scheduled hours set in the contractor's plan and schedule, the contractor will notify the district at least two days in advance, and all arrangements will be coordinated between the district and the on-site supervisor. All applications of toxicant, when necessary, is to be done at night or on weekends to allow for ventilation before students and staff re-enter the building. The contractor will allow the district sufficient time to inform students of applications and assure the security of the areas treated.

The contractor will observe all safety precautions throughout the performance of their services to the district. Certain areas within some of the buildings may require special instructions for persons entering the building. The district will explain any restrictions associated with these special areas to the contractor. These restrictions will be adhered to and incorporated into the contractors detailed plan and schedule for each building.

- B. **Pesticide Products and Use** – The contractor will be responsible for the safe use of all pesticides. All pesticides used by the contractor must be registered with the EPA and appropriate state or local jurisdiction. Transport, handling, and use of all pesticides will be in strict accordance with the manufacturer's label instructions and all applicable laws and regulations. The environment and public health will be appropriately protected at all times.

The contractor will minimize the use of synthetic organic pesticides wherever possible as noted below:

1. The use of crack and crevice applications of pesticides to harborage areas rather than fan spraying exposed surfaces in the general vicinity of harborage areas.
2. The use of containerized bait for cockroaches rather than sprays wherever applicable.
3. Pesticide fogs or space sprays will be restricted to unique situations for which no alternative measures are practical.
4. Prior to performing a space spray treatment, the contractor will submit a written request for approval to the district at least two days prior to the proposed treatment time. The request must identify the specific pest, time and specific place of treatment, pesticide to be used, method of application, precautions to be taken to insure containment of the spray to the site of application. No space application of pesticide will be made while the building is occupied. No product identifiable as a fumigant will be used in any district space for any purpose.

- C. **Rodent Control** – Snap traps and trapping devices (including glue boards) used

may include Allen wrenches to loosen and re-tighten fasteners, keys to open locks, or replacement self-locking plastic ties.

The following buildings are included in the IPM Program:

1. Smithtown High School East
2. Smithtown High School West
3. Nesaquake Middle School
4. Great Hollow Middle School
5. Accomsett Middle School
6. Accomsett Elementary School
7. Branch Brook Elementary School
8. Dogwood Elementary School
9. Mills Pond Elementary School
10. Mt. Pleasant Elementary School
11. Nesconset Elementary School
12. Smithtown Elementary School
13. St. James Elementary School
14. Tackan Elementary School
15. Barton Building, Administration
16. Facilities and Transportation Building
17. Commissary / Warehouse

IPM Specifications for the Pesticide Contractor

The IPM specified in this program is intended to suppress populations including but not limited to ants, silverfish, rats, mice, cockroaches, fleas, flies, lice, bedbugs, crickets, beetles, ticks, and any other anthropoid pests not specifically excluded from the contract. Populations of these pests, which are located outside the building listed herein, but within the property boundaries of the building are included.

The contractor must submit a general plan of how the company will perform services on common pest problems. This general plan should include mice cockroaches, ants, fleas, and paper mites.

The contractor will not be required to provide for control of domestic animals. All pesticides used in the district will be the type that is harmless to cats and dogs that may stray into applied

Regular visits by the contractor will be scheduled on a bi-weekly or monthly basis in some circumstances, and submitted for approval. School district schedules may not be interrupted and all work under this contract requiring access to the school property during off school hours and during holidays is handled on an as-needed basis. All instructions and recommendations are to be in writing, submitted to and approved by the Director of Facilities prior to issuance to school personnel.

Any damage to building structure, furnishings or any property belonging to the district as a result of application of chemicals for control of pests will be the responsibility

Identification - The contractor's personnel will wear proper company identification when servicing the facilities as well as identification required by the district.

Personnel Equipment – The contractor will supply and ensure that each service technician assigned to these facilities maintains the necessary and required equipment for the safe use and application of pesticides.

Replacements – The contractor will be responsible for the orientation of replacement personnel who are not familiar with the facilities to be serviced.

Appendix One

Child Safe Playing Fields Act

(Revised 10/29/2018)

(NY State guidance document/interpretation.)