





# INTEGRATED PEST MANAGEMENT (IPM)

## General Inspection Checklist for School Facilities

Name of School: \_\_\_\_\_

Name of Inspector: \_\_\_\_\_









### Exterior Areas





Seasonal Priority				Location of Concern	OK	Needs Work	Work Specifications/Comments
 Fall	 Wntr	 Sprg	 Smr				
<b>Doors</b> Notes: <input type="checkbox"/> door closes tightly <input type="checkbox"/> door sweeps in good repair <input type="checkbox"/> door not propped open <input type="checkbox"/> weather stripping in place and in good repair							
<b>Windows</b> <input type="checkbox"/> sealed tightly <input type="checkbox"/> screens in good repair <input type="checkbox"/> air conditioning units sealed/removed							
<b>Walls/Foundation</b> <input type="checkbox"/> Pipe chases sealed <input type="checkbox"/> Cracks and holes sealed <input type="checkbox"/> Landscaping trimmed <input type="checkbox"/> Adequate drainage <input type="checkbox"/> No standing water							
<b>Roof/Gutters</b> <input type="checkbox"/> Roofline free of cracks/holes <input type="checkbox"/> Roof in good condition <input type="checkbox"/> Roof drains properly <input type="checkbox"/> Gutters cleared of debris <input type="checkbox"/> Gutters in good repair							





Fall	Wntr	Sprg	Smr	<b>Ventilation</b>	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
				<input type="checkbox"/> Vent. intakes screened <input type="checkbox"/> Vent. intakes unobstructed				
Fall	Wntr	Sprg	Smr	<b>Other Structural Concerns</b>	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
				<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>				
Fall	Wntr	Sprg	Smr	<b>Landscaping</b>	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
				<input type="checkbox"/> Adequate visibility between plantings and building				
				<input type="checkbox"/> Building free from direct contact with trees				
				<input type="checkbox"/> Building free from direct contact with shrubs and trees				
				<input type="checkbox"/> Fence line clear				
				<input type="checkbox"/> Aesthetic appearance /safety features				





Fall	Wntr	Sprg	Smr	<b>Garbage Collection Areas</b>	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
				<input type="checkbox"/> Dumpster doors close tightly				
				<input type="checkbox"/> Dumpster drain plugs closed or screened				
				<input type="checkbox"/> Dumpster on concrete slabs				
				<input type="checkbox"/> Dumpsters located adequate distance from doors				
				<input type="checkbox"/> Grease trap emptied routinely and area around clean				
				<input type="checkbox"/> Exterior trash cans have plastic liners and tight fitting lids				
				<input type="checkbox"/> Surplus equipment/furniture not placed next to building				





## Interior Areas





 Fall	 Wntr	 Sprg	 Smr	<b>Interior Structural Condition</b>	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>				
				<input type="checkbox"/> Walls-free of holes, cracks, crevices?								
				<input type="checkbox"/> Floors-in good repair, cleaned regularly?								
				<input type="checkbox"/> Wall-Floor junctions clean?								
				<input type="checkbox"/> Drains- Clean & operational?								
				<input type="checkbox"/> Refrigeration condensation lines clean and directed into floor drain								
				<input type="checkbox"/> Vents- Screened?								
				<input type="checkbox"/> Pipe chases-sealed under sink?								
				<input type="checkbox"/> Ceilings- are tiles missing, stained, wet?								
				<input type="checkbox"/> Doors- air curtains/fly fans installed on loading doors?								
				 Fall	 Wntr	 Sprg	 Smr	<b>Kitchen equipment</b> Around, underneath clean, dry?	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
								<input type="checkbox"/> Stoves, hoods, fryers				
								<input type="checkbox"/> Dishwasher and tray drop off				
								<input type="checkbox"/> Microwaves, bread warmers, and toasters				
								<input type="checkbox"/> Service line (legs and under)				
								<input type="checkbox"/> Refrigerator/freezer areas				
								<input type="checkbox"/> Countertops, sink, drying board and surrounding areas				
<input type="checkbox"/> Shelves, cabinets, drawers												
<input type="checkbox"/> Icemaker, milk coolers												
<input type="checkbox"/> Vending machines												

 Fall	 Wntr	 Sprg	 Smr	<b>Kitchen equipment</b> Around, underneath clean, dry?	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
				<input type="checkbox"/> Tables and chairs-leg ends sealed or plugged?				Cafeteria/Lunchroom area (clean, dry?)
				<input type="checkbox"/> Tables and chairs- top surfaces, legs, underneath				
				<input type="checkbox"/> Utility closet-clean & organized?				
				<input type="checkbox"/> Mops and buckets-clean dry or hanged properly?				









































 Fall	 Wntr	 Sprg	 Smr	<b>Classrooms, hallways, Offices?</b>	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
				<input type="checkbox"/> Animal cages, aquariums and surrounding areas: clean?				
				<input type="checkbox"/> Pet food stored in pest proof container with tight lid?				
				<input type="checkbox"/> Snacks and other food items not stored in desks				
				<input type="checkbox"/> Walls, floors, wall floor junctions-clean? Carpets clean, good condition?				
				<input type="checkbox"/> Evidence of insect infestations in bulletin boards/wall clocks?				
				<input type="checkbox"/> Any signs of insects in, around or under desks? Tables, chairs? TV/VCR or other electronic equipment?				
				<input type="checkbox"/> Are openings screened?				
				<input type="checkbox"/> Are storage areas clean, organized and free of clutter?				
				<input type="checkbox"/> Are locker and cubbyhole areas clean and dry?				

 Fall	 Wntr	 Sprg	 Smr	<b>Rest rooms and locker rooms</b>	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
				<input type="checkbox"/> Wall/Floor tiles in good condition/no cracks				
				<input type="checkbox"/> Bathrooms, urinals, and sinks sanitary and clean?				
				<input type="checkbox"/> No signs of insect infestation around soap and towel dispensers				
				<input type="checkbox"/> Sinks & faucets in good repair?				
				<input type="checkbox"/> Bathrooms well ventilated?				
				<input type="checkbox"/> Locker rooms clean?				

 Fall	 Wntr	 Sprg	 Smr	<b>Recycling and trash areas</b>	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
				<input type="checkbox"/> Recycling bins-clean and emptied frequently?				
				<input type="checkbox"/> Trash cans-have lids & liners?				

 Fall	 Wntr	 Sprg	 Smr	<b>Delivery and storage</b>	<b>Location of Concern</b>	<b>OK</b>	<b>Needs Work</b>	<b>Work Specifications/Comments</b>
				<input type="checkbox"/> Incoming supplies inspected as they arrive				
				<input type="checkbox"/> Incoming supplies dated as they arrive				
				<input type="checkbox"/> Supplies stored on clean shelves or mobile carts 12" above ground				
				<input type="checkbox"/> Racks 6-12" from walls to make inspection easy				
				<input type="checkbox"/> Damaged or infested supplies removed promptly				
				<input type="checkbox"/> Empty packaging removed promptly				

## Facility Specific Pests of Concern

Seasonal Priority				Pest Activity	Pest Specific Type/Identification	Comments
 Fall	 Wntr	 Sprg	 Smr	Rodents		
 Fall	 Wntr	 Sprg	 Smr	Cockroaches		
 Fall	 Wntr	 Sprg	 Smr	Ants		
 Fall	 Wntr	 Sprg	 Smr	Yellow Jackets		
 Fall	 Wntr	 Sprg	 Smr	Termites		
 Fall	 Wntr	 Sprg	 Smr	Spiders		
 Fall	 Wntr	 Sprg	 Smr	Other:		
 Fall	 Wntr	 Sprg	 Smr	Other:		
 Fall	 Wntr	 Sprg	 Smr	Other:		
 Fall	 Wntr	 Sprg	 Smr	Other:		

Integrated Pest Management Maintenance Priorities						
Priority Level			Location	Action Required	Comments	
Low	Med	High				