**ENVIRONMENTAL SANITATION REGIME**

**COMPREHENSIVE PEST MANAGEMENT SURVEY**

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| Specified premises under the Environmental Sanitation (ES) Regime are required to engage licensed Vector Control Operators (VCOs) to conduct comprehensive pest management surveys, **at least once** **every six months**.  The comprehensive pest management survey should include, but is not limited, to the following:   * Thorough survey of key areas such as common areas, bin centres, waste conveyance systems, dry riser, external perimeter and landscaping area, loading and unloading bays, and false ceilings/walls (if accessible), where applicable; * Determine any pest harbourage areas within the specified premises; * Flag up root causes of pest infestation and propose mitigating measures such as to:   1. Identify infrastructural defects to be repaired promptly to remove pest entry and harbourage areas;   2. Identify any gaps in refuse management and housekeeping, which create favourable conditions for pest propagation; and * Recommend effective treatment methods to resolve pest issues.   Records of the comprehensive pest management survey should be kept onsite by the specified premises and made available to NEA upon request. |

**To be filled up by VCO**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Address of Premises Checked |  |  | Date |  |  | Time In |  |  | Time Out |  |

**Section 1:** Details of Vector Control Technician / Vector Control Worker present for this service:

|  |  |  |  |
| --- | --- | --- | --- |
| **S/N** | **Name of Vector Control Technician (VCT)** | **NEA Licence Number** | **Full / Provisional Licence** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **S/N** | **Name of Vector Control Worker (VCW)** | **NEA Registration Number** | **Full / Provisional Certificate** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

**Section 2:** Outcomes of the comprehensive pest management survey:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S/N** | **Location** | **Pest(s) detected** | **Signs of pest infestation (see Annex 1) and specific location[[1]](#footnote-2)** | **Probable cause of infestation** | **Recommended measures to be carried out by premises** |
| 1 | Common areas  (e.g. corridors, stairwells, walkways, lift lobbies, toilets) | □ Rat  □ Mosquito  □ Cockroach  □ Fly  □ Others:  \_\_\_\_\_\_\_\_\_\_\_ | *Examples:*   * *Rat droppings detected at Level 3 stairwell* * *Mosquito larvae in stagnant water at Level 1 carpark drain* * *Sighting of cockroaches at pick-up point* | *Examples:*   * *Poor housekeeping/ uncleared clutter* * *Indiscriminate disposal of food waste outside premises* * *Structural defect (i.e. hole) in the backdoor* * *Bins not cleared daily (i.e. refuse kept overnight)* | *Examples:*   * *Carry out regular maintenance to prevent blockage in drains* * *Seal cracks, crevices, gaps or openings, using wire mesh or suitable caulking materials* * *Replace damaged bins and/or bin covers* |
| 2 | Bin Centre/Waste conveyance system | □ Rat  □ Mosquito  □ Cockroach  □ Fly  □ Others:  \_\_\_\_\_\_\_\_\_\_\_ |
| 3 | Dry Riser | □ Rat  □ Mosquito  □ Cockroach  □ Fly  □ Others:  \_\_\_\_\_\_\_\_\_\_\_ |
| 4 | External perimeter and landscaping area | □ Rat  □ Mosquito  □ Cockroach  □ Fly  □ Others:  \_\_\_\_\_\_\_\_\_\_\_ |
| 5 | Loading and unloading bays | □ Rat  □ Mosquito  □ Cockroach  □ Fly  □ Others:  \_\_\_\_\_\_\_\_\_\_\_ |
| 6 | False ceiling/ wallboards, secondary flooring/roofing | □ Rat  □ Mosquito  □ Cockroach  □ Fly  □ Others:  \_\_\_\_\_\_\_\_\_\_\_ |
| 7 | Any other key areas:  *(To include more rows below if necessary)* | □ Rat  □ Mosquito  □ Cockroach  □ Fly  □ Others:  \_\_\_\_\_\_\_\_\_\_\_ |

**To be filled up by VCO and ECC/ECO (Specified Premises) [ECO(SP)]**

**Section 3:** Recommendation(s) from Section 2 of the previous comprehensive pest management survey report to highlight:

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| --- | --- | --- | --- | --- |
| **To be filled up by VCO** | | | | **To be filled up by ECC/ECO(SP)** |
| **Recommendation(s) from VCO** | **Location** | **Date of previous recommendation** | **Observation** | **ECC/ECO(SP)’s Response** |
| *Example: Repair structural defect found in perimeter drain which caused stagnant water* | *Level 1 next to East Wing door* | *1/1/2021* | *Structural defect still present* | *The drain is treated with AM oil or Bti dunks and replaced regularly till rectifications are made.* |
|  |  |  |  |  |
|  |  |  |  |  |

Comments, if any:

|  |  |
| --- | --- |
| **By VCO** | **By ECC/ECO(SP)** |
| *Example: While no mosquito breeding was detected, stagnant water, caused by hardened soil, was observed at the landscaping area.*  *Unkempt storage area. Unwanted paraphernalia should be disposed of to avoid harbourage of pests.* | *Example: Ongoing treatment methods seem to be effective and feedback received on cockroach infestation has reduced in recent months.*  *Spring cleaning is conducted once every 6 months to remove any unwanted items. Closer monitoring of housekeeping matters.* |

**To be filled up by VCO, ECC/ECO(SP) and Premises Manager**

**Section 4:** Declaration

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Report prepared and submitted by:**  ***Vector Control Operator*** | | **Acknowledged by: *Environmental Control Coordinator / Environmental Control Officer (SP)*** | | **Accepted by:**  ***Premises Manager*** | |
| Company |  | Name |  | Name |  |
| Name |  |
| Designation |  | Designation |  | Designation |  |
| Signature |  | Signature |  | Signature |  |
| Date |  | Date |  | Date |  |

**Annex 1: Signs of Pests**

|  |  |  |  |
| --- | --- | --- | --- |
| **Rat** | **Mosquito** | **Cockroach** | **Fly** |
| 1. Sighting of rats (live/carcass) 2. Droppings 3. Urine stains 4. Rub marks 5. Gnaw marks 6. Burrows | 1. Sighting of mosquitoes (live/carcass) 2. Mosquito larvae/pupae in stagnant water 3. Carcasses of mosquitoes | 1. Sighting of cockroaches (live/carcass) 2. Droppings 3. Eggs/egg cases 4. Shed skin 5. Carcasses of cockroaches | 1. Sighting of flies (live/carcass) 2. Presence of larvae/pupae 3. Carcasses of flies |

1. To include photos of the pest infestation and/or areas of concerns. [↑](#footnote-ref-2)