



# Pest and Mould Management Plan

## 1. Objective

To establish a proactive and effective pest and mould management system that protects EvaStore, Facilities, Storage Items and personnel from contamination, damage, and health hazards.

## 2. Scope

This plan applies to all EvaStore facilities, including storage areas, offices, and exterior premises.

## 3. Responsibilities

**Facility Manager:** Oversees implementation and compliance.

**Maintenance Team:** Conducts regular inspections and carries out corrective actions.

**Third-party Pest Control Provider:** Executes pest control measures and provides reports.

**All Employees:** Report signs of pests or mould immediately.

## 4. Pest Management Procedures

### 4.1 Preventive Measures

Maintain cleanliness across all areas, especially food storage zones.

Seal cracks, holes, and potential entry points in walls and flooring.

Install door sweeps and insect-proof screens on windows and vents.

Keep outdoor areas free of standing water and overgrown vegetation.

### 4.2 Monitoring and Detection

Monthly inspections by a licensed pest control company.

Use of non-toxic traps and insect monitors in high-risk zones.

Logbook for recording pest sightings and responses.

#### 4.3 Control Measures

Use of approved pesticides by certified technicians only.

Non-chemical methods preferred where practical (traps, exclusion).

Emergency response protocol for infestations (immediate isolation, removal of affected products, deep cleaning).

#### 4.4 Documentation

Maintain pest control reports for at least 3 years.

Record findings, actions taken, and follow-up in pest control log.

### 5. Mould Management Procedures

#### 5.1 Preventive Measures

Maintain indoor humidity below 60% using dehumidifiers and proper ventilation.

Store materials off the ground and away from walls to promote airflow.

#### 5.2 Monitoring and Inspection

Weekly checks for signs of dampness, musty smells, or visible mould.

Moisture level checks on vulnerable surfaces (e.g., near windows, bathrooms).

#### 5.3 Remediation

Isolate affected area immediately.

Use appropriate PPE during cleaning.

Remove and dispose of heavily infested materials.

Clean surfaces with mould-killing agents (e.g., bleach or antimicrobial products).

#### 5.4 Documentation

Maintain incident reports with location, cause, remediation steps, and verification of clearance.

### 6. Training and Awareness

Annual pest and mould awareness training for all staff.

Site-specific induction for new employees on reporting protocols.

### 7. Review and Audit

Bi-annual internal audit of pest and mould control measures.

Update the plan annually or after a significant incident.