

Pest Control Checklist

The following checklist will assist you in keeping your facility pest free and in compliance with applicable legislation. A record of all pest control measures, whether carried out by the food establishment operator or a certified pesticide applicator should be completed monthly and kept in a file or binder. All records should be maintained onsite for 12 months to be reviewed by your Public Health Inspector.

Name of Establishment: _____

Completed By (Manager/Supervisor): _____ **Date:** _____

Exterior Areas	Yes	No
1. Are there any piles of debris/rubbish or overgrown weeds around the exterior of the premises?		
2. Are garbage containers clean and properly covered?		
3. Are all cracks, holes and other entry points in exterior walls properly sealed?		
4. Any grease/oil spills by the outside garbage?		
Building Structure	Yes	No
5. Are the doors or other openings to the outside tight fitting and well-sealed?		
6. Are all screens on openable windows and doors tight-fitting and in good repair?		
7. Is weather stripping in good repair around all doors? Can daylight be seen?		
Building Interior	Yes	No
8. Is the building interior structurally sound? Are there any possible entry points for pests?		
9. Is there an accumulation of spilled food, moisture, clutter/debris in the kitchen, dry storage area, hallways etc.?		
10. Do all food containers have lids?		
11. Are all food products stored off the floor to allow inspection of pests?		
Evidence of Pests	Yes	No
12. Are there any pests or signs of pests? (insects, mice droppings, damaged/gnawed packages, insect casings, etc.)		
13. If pests are present, has the affected area been cleaned and sanitized, and infested food disposed of?		

Visit [the house mouse](#) on MyHealth.Alberta.ca to learn how to safely handle dead mice, nesting material and mice droppings.

14. What pests or signs of pests are being observed?

15. Where are the pests or signs of pests being observed?

16. Number of pests being caught per week/month.

Pest Control

- 1. By Operator: Types of control devices used and location (include glue boards, UV with glue lights (zappers), tin cats etc.)

NOTE: Chemicals can only be applied by a Certified Pest Control Applicator.

- 2. By Certified Pest Control Applicator:

Name of Company and contact person:

NOTE: Maintain all Certified Pest Control Applicator reports on site for 12 months.

Contact us at 1-833-476-4743 or [submit a request online](#) at [ahs.ca/eph](#).

PUB-1070-202504

©April 2025 Alberta Health Services, Safe Healthy Environments



This work is licensed under a [Creative Commons Attribution-Non-commercial-Share Alike 4.0 International license](#). You are free to copy, distribute and adapt the work for non-commercial purposes, as long as you attribute the work to Alberta Health Services and abide by the other license terms. If you alter, transform, or build upon this work, you may distribute the resulting work only under the same, similar, or compatible license. The license does not apply to content for which the Alberta Health Services is not the copyright owner.

This material is intended for general information only and is provided on an "as is," "where is" basis. Although reasonable efforts were made to confirm the accuracy of the information, Alberta Health Services does not make any representation or warranty, express, implied or statutory, as to the accuracy, reliability, completeness, applicability or fitness for a particular purpose of such information.