

MEMORANDUM

TO: Hostos College Community
FROM: Diahann McFarlane, Environmental Health & Safety Director
DATE: November 13, 2012
SUBJECT: Pest Control

We the members of the Hostos Community need to be proactive in maintaining a healthy and safe environment. In order to do so we all play a role from facilities to faculty, staff and students. The Facilities Dept. is actively working on the pest issue by coordinating with our Pest Control Company and plugging holes identified by our staff and others. However, that is not enough once the rodents come into the building; we are creating a welcoming environment for them to stay.

Therefore, in order to serve Our Selves and Community better we must -

CREATE AN UNFRIENDLY ENVIRONMENT FOR RODENTS and other pests.

We must implement the following:

- All food must be removed from the area, including candy and snacks. Food brought in should be in air tight containers. Due to rodent's keen sense of smell, they have the ability to identify food through tightly wrapped plastic bags or even those with zip locks.
- The toaster oven, toaster, refrigerator and microwave must be removed. If not possible the appliances must be cleaned nightly.
- Plants must be removed because mice feed on the roots.
- After eating, clean area of crumbs and garbage by wrapping in a bag.
- Garbage is removed at least once daily, if waste is generated after garbage pickup. Wrap it up and place in waste bin in lobby.
- Manage the amount of paper and cardboard boxes. Rodents use these items for nesting.
- Communicate with the Facilities Department about sightings, dropping and holes.