


INTEGRATED PEST MANAGEMENT PLAN			
Building Address:	21 Sanford Ave North		
Owner:	Hamilton East Kiwanis Non-Profit Homes Inc.		
Version:	1.00	Date:	

Purpose and Scope

The purpose of this Integrated Pest Management (IPM) Plan is to prevent, detect, and control pest infestations in a proactive, effective, and environmentally responsible manner. The Plan emphasizes prevention, early intervention, tenant cooperation, and the use of licensed pest control professionals to maintain safe and sanitary living conditions for tenants, staff, and visitors.

This Plan applies to all residential units, common areas, building systems, exterior grounds, and service areas within the building.

Integrated Pest Management Approach

The building follows an Integrated Pest Management approach that prioritizes:

- Prevention and monitoring;
- Early detection and prompt response;
- Non-chemical control methods where feasible;
- Targeted and responsible use of pesticides when required; and
- Ongoing education, communication, and documentation.

Preventative Inspections

- Preventative pest inspections are conducted quarterly each year by building staff and/or a licensed pest control contractor.
- Inspections include common areas, service rooms, waste areas, and selected residential units, as appropriate.
- Findings from inspections are documented, and preventative actions are implemented as required.

Response to Tenant Service Requests

- Tenants are encouraged to submit a **Tenant Service Request immediately** upon observing or suspecting pest activity or conditions that may lead to an infestation.
- Within **72 hours** of receiving a Tenant Service Request related to a suspected infestation, building management will:
 - Acknowledge the request;
 - Arrange for an inspection of the affected unit and surrounding areas; and
 - Determine appropriate treatment and preventative measures.

Standard Treatment Activities

Standard treatment activities are based on the type of pest identified and may include, but are not limited to:

- Rodents (mice, rats): Sealing entry points, trapping, bait stations in secured locations, sanitation improvements, and follow-up monitoring.
- Cockroaches and ants: Gel baits, targeted insecticide application, sealing of cracks and gaps, and sanitation measures.
- Bed bugs: Detailed inspections, unit preparation requirements, targeted treatment of affected and adjacent units, and multiple follow-up visits as required.
- Other insects: Identification-specific treatments using approved methods and products.
- All treatments are carried out by a licensed pest control contractor and comply with applicable legislation.

Prevention of Pest Spread and Follow-Up Inspections

- Preventative measures are implemented to reduce the risk of pests spreading to other units, including inspection of adjacent units, sealing of penetrations, and enhanced housekeeping measures.
- A re-inspection is conducted within 15 to 30 days following completion of treatment to confirm effectiveness and determine if additional action is required.

Tenant Notification and Access to the IPM Plan

- Tenants will be provided with a copy of the Integrated Pest Management Plan prior to any pest treatment occurring in their rental unit or in common areas of the building.
- Required notices and preparation instructions are provided in advance of treatment.
- Educational materials related to pest prevention are shared with tenants to support cooperation and awareness.

Tenant Education and Responsibilities

- To support effective pest management, tenants are expected to:

- Submit a Tenant Service Request as soon as they observe or suspect a pest infestation or conditions likely to cause an infestation.
- Maintain their unit in a clean and sanitary condition and avoid creating conditions that may attract or harbour pests; and
- Ensure that any pets or animals under their care are treated for fleas, lice, or ticks, as applicable.
- A copy of this IPM Plan, along with relevant educational materials, is provided to all tenants to ensure they understand their responsibilities in preventing pest infestations.

Recordkeeping

HEK Staff maintains records of all pest management activities, including:

- Quarterly inspection reports;
- Tenant Service Requests related to pests;
- Treatment dates, methods, and products used;
- Follow-up inspections and outcomes; and
- Contractor reports and invoices.

Records are retained and made available for internal review, audits, and regulatory inspections.

Plan review and update

This Integrated Pest Management Plan will be reviewed periodically and updated as required to reflect changes in legislation, pest management practices, or building conditions.