

Pest Management Plan

SAMPLE

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SAMPLE

Purpose and Scope

This Pest Management Plan sets out the arrangements [Company Name] will use to identify, control and monitor pests in order to protect workers, visitors, customers, livestock, crops, food products and the environment. It is designed to support compliance with Australian work health and safety (WHS) legislation, food safety standards, public health laws and relevant industry codes of practice.

This plan applies to all workplaces, work activities and locations under the management or control of [Company Name], including:

- Pest control service operations at client sites (residential, commercial, industrial)
- Farming and agricultural operations (crops, orchards, livestock facilities, grain storage)
- Hospitality and events venues (restaurants, cafes, hotels, function centres, outdoor events)

It covers:

- Identification of pest-related hazards and associated WHS risks
- Safe planning and delivery of pest management activities
- Selection, use, storage and disposal of pesticides and equipment
- Protection of workers, contractors, customers, guests, the public and the environment
- Emergency response, incident management and health monitoring
- Training, consultation, reporting and continuous improvement

Objectives

The key objectives of this Pest Management Plan are to:

- Prevent and control pest infestations in a manner that protects health, safety and the environment
- Integrate pest management into [Company Name]'s overall WHS risk management framework
- Ensure pesticides and pest control methods are selected, used and stored safely and legally
- Minimise exposure of workers, customers, guests, visitors and the public to chemical and biological hazards
- Support food safety, biosecurity and animal welfare standards, particularly in farming and hospitality sectors
- Provide clear responsibilities, procedures and documentation to demonstrate WHS compliance

Specific goals include:

- Implementing an integrated pest management (IPM) approach that prioritises physical, biological and environmental controls before chemical controls
- Ensuring all pest management activities are planned, risk assessed and documented
- Maintaining up-to-date registers of chemicals, equipment, training, incidents and health monitoring
- Regularly reviewing the effectiveness of pest management controls and updating this plan as required

Roles and Responsibilities

Officers (e.g. Directors, Partners, Senior Managers)

Officers of [Company Name] must exercise due diligence to ensure that appropriate resources and processes are in place to manage pest-related WHS risks. This includes:

- Ensuring this Pest Management Plan is implemented, reviewed and resourced
- Providing adequate budget for safe equipment, training and personal protective equipment (PPE)
- Ensuring legal obligations relating to pesticide use, licensing and notification are met
- Reviewing WHS and pest management performance reports and addressing systemic issues

Managers and Supervisors

Managers and supervisors are responsible for day-to-day implementation of this plan. They must:

- Ensure pest management activities are planned and risk assessed before work commences
- Confirm workers and contractors are competent, licensed (where required) and supervised
- Ensure safe work procedures (SWPs) and job safety analyses (JSAs) are followed
- Verify that pesticide labels and Safety Data Sheets (SDS) are available and complied with
- Ensure appropriate PPE is provided, maintained and used correctly
- Coordinate with clients (for pest control services), farm managers or venue managers to manage site-specific risks
- Report and investigate pest-related incidents, near misses and health concerns

Workers and Contractors

All workers and contractors involved in pest management activities must:

- Take reasonable care for their own health and safety and that of others who may be affected by their actions
- Follow this Pest Management Plan, SWPs, JSAs and manufacturer instructions
- Use PPE and equipment correctly and report defects or malfunctions
- Immediately report pest infestations, unsafe conditions, spills, exposures and incidents
- Participate in training, consultation and health monitoring where required

Clients, Venue Operators and Farm Managers

Where [Company Name] provides pest control services at client sites, on farms or at hospitality and events venues, the person conducting a business or undertaking (PCBU) at that site must:

- Provide relevant site information, including hazards, restricted areas and vulnerable persons (e.g. children, pregnant workers)
- Coordinate with [Company Name] to ensure pest management is integrated with other site activities
- Implement recommended housekeeping, structural and operational controls to prevent infestations

Consultation, Communication and Worker Engagement

[Company Name] will consult with workers and, where applicable, health and safety representatives (HSRs) on matters relating to pest management, including:

- Development and review of this Pest Management Plan
- Selection of pesticides, equipment and PPE
- Changes to work practices, schedules or venues that may affect health and safety
- Investigation of incidents, near misses or health concerns related to pest management

Consultation methods may include toolbox talks, pre-start meetings, WHS committee meetings, written notices and electronic communications.

Communication with external parties (clients, venue operators, farm managers, event organisers, neighbours and the public) will cover:

- Notification of planned treatments, particularly where public access or vulnerable groups are involved
- Instructions for re-entry times, ventilation, food protection and waste disposal