

IPM IN SCHOOLS
MONROE MODEL
Inspection Checklist



1. **School name & district:**

2. **Audit Participants:**

3. **Date:** _____

4. **School site details (names, phone numbers and/or e-mails):**

Age of School:	
Principal:	
Number of students:	
Area:	
Director of Operations:	
IPM Specialist:	
Grounds Supervisor:	
Building Manager:	
Number of custodians:	
Contractual custodians:	
Kitchen manager:	
School nurse:	
On-site food prep.:	Yes/no
Pest Management Company:	
Waste Management:	
Perceived pests:	
Observed pests:	
Pesticide use:	
Baits:	
Monitor traps:	
Pest sighting logs:	
Training programs:	
Pest management education:	
Sanitation:	
Pest Press:	

Photos should be taken during inspection to document PVAs.



Food Service Areas: Kitchen and Cafeteria

Areas to inspect:

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Pantry | <input type="checkbox"/> Under counters & appliances | <input type="checkbox"/> Trash cans | <input type="checkbox"/> Stored food bins |
| <input type="checkbox"/> Dishwashing area | <input type="checkbox"/> Floor drains & sinks | <input type="checkbox"/> Cookware storage area | <input type="checkbox"/> Garbage disposals |
| <input type="checkbox"/> Ceiling tiles | <input type="checkbox"/> Backdoor & exterior cafeteria doors | <input type="checkbox"/> Counter tops | <input type="checkbox"/> Pantry shelving |
| <input type="checkbox"/> Dumpster | <input type="checkbox"/> Lounge area | <input type="checkbox"/> Floor cleaning area | <input type="checkbox"/> Slop sinks |
| <input type="checkbox"/> Scales | <input type="checkbox"/> Equipment | <input type="checkbox"/> Cooler Gaskets | <input type="checkbox"/> |

NOTES:



Custodial closet

Areas to inspect:

- | | | | |
|--|---|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> mops & brooms clean | <input type="checkbox"/> clutter | <input type="checkbox"/> sink | <input type="checkbox"/> pesticides |
| <input type="checkbox"/> drains | <input type="checkbox"/> racks used for brooms and mops | <input type="checkbox"/> shelving | <input type="checkbox"/> |

NOTES:

Storage Area and Lost and Found

NOTES:

Teacher's lounge

Areas to inspect:

- | | | | |
|---|------------------------------------|--|--|
| <input type="checkbox"/> under furniture & cushions | <input type="checkbox"/> sinks | <input type="checkbox"/> under & behind vending machines | <input type="checkbox"/> overhead lights |
| <input type="checkbox"/> cupboards | <input type="checkbox"/> microwave | <input type="checkbox"/> oven | <input type="checkbox"/> refrigerator |
| <input type="checkbox"/> counters | <input type="checkbox"/> drawers | <input type="checkbox"/> | <input type="checkbox"/> |

NOTES:



Gym, Locker Rooms, Coaches Office and Concession stands

Areas to inspect:

- | | | | |
|------------------------------------|--------------------------------------|--|---|
| <input type="checkbox"/> furniture | <input type="checkbox"/> Under sinks | <input type="checkbox"/> Storage areas | <input type="checkbox"/> Overhead lights |
| <input type="checkbox"/> Lockers | <input type="checkbox"/> Drains | <input type="checkbox"/> Corners | <input type="checkbox"/> Behind bleachers |

NOTES:

Classrooms

Areas to inspect:

- | | | | |
|---|--------------------------------------|---|--|
| <input type="checkbox"/> inside cupboards | <input type="checkbox"/> under sinks | <input type="checkbox"/> under & behind furniture | <input type="checkbox"/> overhead lights |
| <input type="checkbox"/> desks | <input type="checkbox"/> Drains | <input type="checkbox"/> corners | <input type="checkbox"/> drawers |

NOTES:

Family and Consumer Science Room

NOTES:



Science Classrooms

NOTES:

Special Education Classroom

NOTES:

Art Room

NOTES:

Hallways, main office area, and nurse's office

Areas to inspect:

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Corners | <input type="checkbox"/> Overhead lighting | <input type="checkbox"/> Under & behind furniture | <input type="checkbox"/> Exterior doors |
| <input type="checkbox"/> General sanitation | <input type="checkbox"/> Ventilation | <input type="checkbox"/> Windows | <input type="checkbox"/> Ceiling tiles |
| <input type="checkbox"/> Bulletin boards | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

NOTES:

Child Care Centers

NOTES:
