**OVERVIEW**

When rodents, insects, or other pests, including birds or bats, infest or inhabit University locations, University departments are to implement the following pest control procedures.

Other wild and domesticated animals are covered under *SPPM 6.28: Animal Control.*

**PEST CONTROL**

**In Whitman County**

University departments in Whitman County must contact the applicable office as specified in *SPPM 6.30 Appendix 1: Pest Control Call List and Bat Response—Whitman County* to request pest control services.

**WSU Spokane, WSU Tri-Cities, WSU Vancouver, and WSU Everett**

WSU Spokane, WSU Tri-Cities, WSU Vancouver, and WSU Everett departments must contact the campus Facilities or Environmental Health and Safety (EH&S) departments for pest control services.

**OBTAINING PEST CONTROL SPECIALIST/CONTRACTOR SERVICES**

**In Whitman County**

WSU personnel in Whitman County must refer to the contact list and guidelines in *SPPM 6.30 Appendix 1* to request assistance from the appropriate pest control specialist or contractor.

**Public and Common Area Spaces**

Facilities Services and EH&S evaluate Whitman County areas. After evaluation, including possible consultation with an outside contractor, Facilities Services and EH&S determine if treatments are feasible and who would be financially responsible.

If treatments are determined to be feasible and effective, Facilities Services pays pest control contractor treatment charges for public access and common areas (e.g., classrooms, public restrooms).
### Pest Control

**Departmental Spaces**

If treatments are determined to be feasible and effective, Facilities Services pays pest control contractor treatment charges for departmental areas in Whitman County where the department was not responsible or negligent for the infestation.

If personnel cause a pest problem in a departmental space, their department is responsible for paying for the pest control contractor. The responsible department is also responsible for treatment charges if the infestation spreads to other departments or areas.

WSU Pullman has contracts with local vendors for pest control. (See BPPM 70.19.) A departmental official with purchasing authority submits a supplier invoice to Payment Services following the Workday submission guidelines. (See the Invoice Submission to Payment Services Workday reference guide.)

**Housing, Dining, and University Recreation Spaces**

For pests in Housing, Dining, and University Recreation facilities in Whitman County, departments and/or personnel are to contact Auxiliary Facilities Services; telephone 509-335-1541.

**EH&S**

EH&S maintains a WSU Pest Control Program Document that describes roles and responsibilities regarding pest control in Whitman County. EH&S also maintains a call list to help coordinate WSU departments, local agencies, and contractors who provide pest control services. To access the program document, contact EH&S. To view the call list, see SPPM 6.30 Appendix 1.

**Outside of Whitman County**

Departments and/or personnel at University locations outside of Whitman County are to contact the campus or station facilities department to request pest control. The campus or station facilities department dispatches the appropriate contractor or personnel to provide assistance.

**WSU Spokane**

WSU Spokane Facilities pays pest control contractor investigation and treatment charges related to control of pests in all WSU Spokane public access, common, and departmental spaces.
Pest Control

WSU Spokane (cont.)  
NOTE: WSU Spokane departments are responsible for paying for pest control contractor investigation and treatment charges if the departments, deliberately or by negligence, cause the pest problems.

WSU Tri-Cities  
WSU Tri-Cities Facilities pays pest control contractor investigation and treatment charges related to control of pests in all WSU Tri-Cities public access, common, and departmental spaces.

NOTE: WSU Tri-Cities departments are responsible for paying for pest control contractor investigation and treatment charges if the departments or department staff, deliberately, repeatedly, or by negligence, cause the pest problems.

WSU Vancouver  
WSU Vancouver Facilities Services pays required pest control contractor investigation and treatment charges related to control of pests in all WSU Vancouver public access, common, and departmental spaces. Contact WSUV Facilities Services for assistance; telephone 360-546-9706 or 360-546-9000.

WSU Everett  
WSU Everett Facilities provides pest control investigation and treatment related to control of pests in all WSU Everett public access, common, and departmental spaces.

Birds or Bats in Building  
For birds or bats in buildings, departments must contact the campus public safety office. The campus public safety office contacts campus EH&S, Facilities, and other applicable departments to assist with removal.

EXCEPTIONS:

- For bats in buildings in Whitman County, departments must follow the bat response contact procedures in SPPM 6.30 Appendix 1.

- For bats or birds in buildings at WSU Spokane, departments should contact Facilities; telephone 509-358-7994. Departments may contact Campus Safety and Security after hours; telephone 509-358-7995 (or dial #40 from campus telephones).

See also SPPM 6.35.