FOOD SERVICE PEST REFERENCE · FREE TOOL

Five-Minute Staff Training

What every cook, dishwasher, server and host needs to know about pests, in five minutes, with a sign-off line. Read it aloud at a pre-shift; it is written to be read.

Prepared by Trenton S. Frazer, M.S., BCE #B3413 · Version 1.0, November 3, 2026 · Not legal advice

How to use this document

Read the five points aloud, in the language the crew speaks (the Spanish version is on this site). Show them the sightings log and where the back door sweep is. Have each person sign the staff sign-off page in the Records Binder. Repeat for every new hire in the first week. Five minutes, once, is the whole training.

The five points

- 1. If you see a pest, tell a manager or write it in the log. A cockroach, a mouse, flies, ants, droppings, a moth in the flour. Say where, exactly. You will never be in trouble for reporting one.
- 2. Never spray. Not the can from the store, not anything. In a kitchen a store-bought spray is a critical citation on the inspection report, it is against the label law, and it can repel and scatter cockroaches to other areas without killing them (UC IPM). Only the licensed pest technician treats, with products made for restaurants.
- 3. Don't touch the devices. The black boxes along the walls are locked bait stations; the small cardboard tents are monitors. They are counted at every visit. Leave them where they are. If one is damaged or open, tell a manager.
- 4. Dead pests go in the trash now. After a treatment, dead cockroaches are normal; leaving them is a line on the report on its own. Gloves, sweep or paper towel, bag, outside trash, wipe the spot. Write it in the log.
- 5. Close the back door. The most common pest-related line in Salt Lake County is the back door: propped open, or a gap under it. Open it for the delivery, close it after. If daylight shows under it, tell a manager.

Why these five

The Food Code requires a restaurant to control pests, to remove dead and trapped ones, and to use only pesticides labeled for a food establishment, applied as the label says. Utah's pesticide law requires a license to apply pesticides for a business. Those rules are why the five points are what they are. Nothing here is about blame. A kitchen that reports fast and never sprays gives the inspector fewer pest lines to write.

Sign-off

Employee: [NAME]

Position: [ ]

Date: [ ]

Trained by: [ ]

Employee signature: [ ]