Checklist for Anti-rodent Work (Property Management Companies and Government Departments)

Inspection items / Inspection date							
(1) All flowerbeds and pavements have been inspected for rodent infestation.							
(2) The shrubs have been trimmed for easier detection of rat infestation.							
(3) Articles accumulated have been removed.							
(4) The household refuse has been cleared from the premises at least once a day.							
(5) The refuse bags have been tied up before disposal of in a refuse collection box with cover.							
(6) The used dustbins have been cleansed.							
(7) The refuse storage chamber has been properly maintained and cleansed.							
(8) The refuse in the communal areas has been cleared.							
(9) Storerooms/plant rooms were properly cleansed and free of accumulated articles							
(10) Gratings with apertures not more than 6 mm or plug barbed wire balls have been installed at the openings of pipes.							
(11) All defective gratings have been replaced.							
(12) All the openings left in the walls, floors or roofs after installation of pipes, wires or split-type air conditioners have been properly sealed using cement or metal plates.							
(13) All defective pavements and walls have been repaired with cement.							
(14) The threshold clearance of doors has been lowered to not more than 6 mm and metal kicking plates of at least 30 cm high have been affixed to the lower edges of doors and door frames.							
(15) Wire meshes with apertures not larger than 6 mm have been installed to screen exhaust fans and ventilation louvers.							
(16) Rat guards have been installed around the pipes on external walls.							
(17) Refuse collection bins with a well-fitted cover have been placed on each floor to collect household refuse.							
Inspected by:							
Signature:							

Note:
- Adding a "✓" in the box indicates that the condition is satisfactory.
- Adding a "✗" in the box indicates that irregularity is detected and rectifying action should be taken immediately. After rectifying work has been taken, please confirm by countersigning on the corresponding box.