



Preservation Tips

Integrated Pest Management - Prevention

Integrated pest management (IPM) is a holistic approach to pest control in museums, libraries and archives that seeks to prevent pest infestations through housekeeping, building maintenance, and monitoring.

Benefits of integrated pest management:

- Improved collection care
- Damage prevention
- Employee and patron health

Tools needed:

- Sticky traps
- Log book
- Magnifying glass
- Insect identification resource

Housekeeping:

Housekeeping involves preventing pests from entering the building as well as being diligent about keeping work areas and collection storage areas clean. Most housekeeping items are routine and should be completed on a schedule. While schedules can be flexible and adjusted to accommodate the organization the following tasks are a must for pest prevention.

- No food or beverage should be permitted in storage areas or at collection work areas.
- All trash with food or beverage remains should be removed nightly.
- Work areas should be cleaned regularly and before beginning work on a new collection.
- Collection storage areas should be cleaned (e.g. dust boxes, vacuum shelves) bi-annually.
- Areas under and around appliances should be regularly cleaned.
- Spills should be cleaned ASAP.

In addition to the above housekeeping tasks the establishment of a quarantine area will prevent pests from entering into collection storage areas. Quarantine areas should be established close to the entry of the building (i.e. on a loading dock or in an area immediately adjacent to a loading dock). All material entering a collection building should enter the quarantine area and go through established quarantine procedures prior to entry into the building proper. Quarantine area procedures should apply to all material entering a collection building from office supplies to collection material. The quarantine area can also be used to isolate an infested collection in need of treatment (see Preservation Leaflet on Pest Treatment). Some examples of quarantine procedures include:

- Unpacking all incoming material (supply or collection) and discarding shipping containers.
- Bagging new collections with pest traps for one (1) month. After one (1) month, the traps should be checked for evidence of pests. If evidence of pests is found, see Preservation Leaflet on Pest Treatment for advised procedures.

If you are interested in learning more about USAHEC conservation and preservation practices, or for more information about the organization, please contact us at:
717-245-3972 or visit us at: www.usahec.org or 950 Soldiers Drive, Carlisle, PA 17013.



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Building maintenance:

Building maintenance is a key aspect of IPM which includes maintenance of the building structure as well as maintenance of the environment around the building. An initial assessment of the building structure and surroundings will highlight areas that need attention. Some items will be one time repairs while others will require repeated attention. Below is a list of some of the areas that may require action in and around the buildings.

Exterior:

- Plants and trees should not be planted close to the building.
- Remove climbing vines that may grow along walls or windows.
- Install gravel or paved paths around the building.
- Ensure there are no areas of standing water around the building.
- Ensure garbage and recycling containers are stored away from the building.
- Maintain the building structure by ensuring holes and cracks are sealed.
- Remove nests from eaves and other parts of the building structure and periodically check for rebuilding of nests.
- Ensure windows and doors are tight and closed at all times. When doors or windows must be open for ventilation cover them with insect screening.

Interior:

- Water sources (e.g., restrooms, janitors' closets and workrooms) should be segregated from collection areas.
- Insulate cold water pipes to avoid condensation.
- Ensure floor drains and condensate drains are kept clear.
- Interior doors leading to wet or food areas should be equipped with door sweeps.

Monitoring:

The goal of monitoring is to identify the number and types of pests within a space. It is also used to determine when and where additional measures may be required. Referencing documented numbers and seasonal trends in pest activity allows for measures which can prevent collection damage.

It is best to place traps at building and room entrances as well as along floorboards. If there is evidence of pests in other locations (e.g. shelving, cabinets) then it is recommended that traps be placed there, also.

- Traps should be checked monthly.
- The type and number of pests should be documented.
- Documents should be retained for a minimum of two years.

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