

# MuseumPests.net

A Product of the Integrated Pest Management Working Group

## **Tips for Hiring a Pest Management Professional (PMP)**

A Quick Guide for Museums

*Your Pest Management Professional (PMP) is an integral part of your museum's mission and overall preservation program. In order to run a successful Integrated Pest Management (IPM) program, it is of utmost importance to build a good working relationship with your PMP, and be involved with both the day-to-day and long-term operations of the IPM program.*

### **Hiring a PMP:**

*The first step to having a successful IPM program is hiring the proper PMP. Since you will be working closely with this individual it is important that you feel comfortable with their personality, attitude, and overall disposition of the technician and their supervisors.*

- Understand the pricing and service options available by researching the pest management companies in your area. Read on-line reviews, view the company's websites and solicit bids from several different contractors. Specifically look for information about IPM on the company's website.
- Most companies will provide one free inspection. The technician present at this inspection should be clean in appearance, be able to provide proper identification, be prepared with the proper equipment, including a flashlight and hand-lens, and be willing to provide a thorough examination of all areas, inside and outside of your facility, including those low to the ground. Be sure to ask whether the technician present at the free inspection will be the same one you will be working with in the long-term.
- Obtain a written proposal or estimate for IPM that includes both the inside and outside of your facility.
- Make sure the contractor you select is reputable and can provide proof of licensing and insurance. Make sure they are a member of the NPMA (National Pest Management Association), their state pest management association, and other groups which promote good IPM practices. Nationwide, around 2-3% of all contractors will be a part of the Quality Pro association or Green Shield Certified, indicating a higher level of expertise.
- Be sure that the technician has adequate training and is able to work in a museum environment. This includes, but is not limited to; public safety, maintaining aesthetics when placing traps, and other museum-specific issues.
- Inquire as to the contractor's response time in the event of a pest emergency.

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## Signing a Contract:

*After you have selected a PMP that you feel comfortable working with, it is time to sign a contract. This is a very important part of the process and one that requires active involvement on the part of the museum. Do not be afraid to ask questions and add to the contract.*

- Be sure that all the responsibilities of the PMP are written out in the contract. Make sure that all pests that may be present in the museum setting will be covered by the contract. A typical non-museum pest management contract may exclude pests that are specific to a museum setting.
- Request regular meetings between museum personnel and the PMP technician in order to ensure that the IPM program is functioning properly. Make sure this is included in writing in the contract. Be aware that requesting regular meetings will incur extra cost.
- Be sure to discuss the allocation of responsibilities with regards to IPM. Communicate with your PMP which treatments will be the responsibility of the museum personnel (freezing, anoxia, etc.) and which are the responsibility of the PMP. Decide who will implement, maintain, and analyze the collection data obtained from the IPM program and discuss tactics for monitoring and reporting the program to ensure that high risk and sensitive areas in the museum are being properly addressed. Be sure this is included in the contract.

## After Signing the Contract:

*In order to have a successful IPM program it is important to continue working with your PMP long after the contract has been signed. Regular communication, problem solving, and museum involvement in the process are all integral parts of IPM.*

- Educate the contractor on museum security policies and procedures. It may become necessary to create special scheduling or policies (such as requiring the contractor to have an escort while servicing sensitive areas of the museum).
- Do not allow the PMP to handle or otherwise move an object or artifact while servicing the facility.
- Orient the PMP using *Working as a Pest Management Professional in the Museum Setting* download available on [www.museumpest.net](http://www.museumpest.net).