

# Standard Operating Procedures for Proactive Chemical Treatment and Bed Bug Infestation



## Statement of *Purpose*

The purpose of this program is to provide guidelines for an aggressive proactive program by applying **Bed Bug Fix**® to sleeping areas and procedures to follow immediately upon the notification of an infestation of bed bugs. Establishing a proactive documented treatment program using **Bed Bug Fix**® provides a safe and bug free environment for all.

## Statement of *Policy*

It is the policy that housekeeping personnel follow the proactive procedure pertaining to bed bugs. The procedure includes attending a mandatory training session for applying the safe and effective **Bed Bug Fix**® product every 30 days and the identification, inspection and notification procedures of bed bugs.

## Proactive *Procedure*

### Checking for Signs of Infestation

The housekeeping staff will conduct a routine inspection of the mattress, box spring, headboard and night stands prior to setting clean linens on the bed(s). Particular attention will be paid to the mattress seams and box springs.

### No Signs of Infestation

Treatment is intended as a preventative. The housekeeping personnel will spray **Bed Bug Fix**® by using a trigger spray bottle set at "fan spray" and the nozzle approximately 12 to 14 inches from the surface. Particular attention will be given to the mattress seams and bottom of the box spring in addition to the bottom of the headboard.

The proactive application of **Bed Bug Fix**® will be done every 30 days, documented and documentation will be retained for one year.

Should bed bugs be discovered, the property manager, operations manager or the manager on duty will be notified immediately.

## Discovery *Procedures*

### 1. First Contact.

Quarantine the unit that is suspected of a bed bug infestation, and contact your Pest Control Operator.

### 2. Pest Control Confirmation.

Pest Control Services will identify the type of insect. If pest control confirms the insects are bed bugs the following procedures will take place immediately.

## Pest Control Procedures for Eradication of Bed Bugs: Day 1, Preparing The Target Area

1. Remove all debris from all floors, closets, drawers, shelves, medicine cabinets and any other enclosed areas. Vacuum carpets. Vacuum bag and debris should be placed in air tight plastic bags, sealed and placed in trash. Be careful that the sealed bags are not punctured as a puncture in the bag may cause the infestation to spread.
2. Move all furnishings away from all walls by a space large enough allow access.
3. Remove all drawers in any furniture and place them on end so that the inside and underside of the drawers are exposed and ready to be sprayed.
4. Remove all cushions and pillows from all chairs and couches. Place on an area of the floor so that they may be sprayed.
5. Close all drapes so that all surface areas are exposed and ready to be sprayed.
6. Loosen any headboards, pictures, wall hangings, and any other fixture abutting or attached to any wall or ceiling so that "stream spray" may penetrate the space between these items and the wall or ceiling to which they are attached. Remove all items attached to wall if possible.
7. Remove all wall socket covers.
8. Remove all bedding and pillowcases from all beds.
9. Separate the box spring from the mattress so that the entire bed frame, its railings, wheels and/or support assemblies are exposed.
10. Fans and forced air units should be off while spraying.
11. Any flower arrangements or other décor items should be disassembled and all parts exposed.
12. If the target area contains a kitchen, all items from the cabinets must be removed so that the interior of all storage areas are exposed.
13. **DO NOT** move any of the furnishing or décor items from the target area as this may spread the infestation.

## Treating the Target Areas

Because **Bed Bug Fix**® is nontoxic, you need no special breathing apparatus though it is recommended that latex gloves be worn. Eye protection should also be worn as there may be rare cases where some individuals report a slight irritation to the eyes that may occur during the spraying process. Should you come in contact with **Bed Bug Fix**® it may be washed off with ordinary soap and water. Although, nontoxic to humans and mammals, **Bed Bug Fix**® is deadly to bed bugs in all their forms, including adults, larva and eggs. **Bed Bug Fix**® kills on contact, and therefore, this part of the process requires that the bed bug infestation be exposed wherever it might be located in the target treatment area. This is the process that is said to eliminates the bed bug.

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Remember, **Bed Bug Fix**® is designed to be used in close proximity to human habitation and is intended to be applied to textiles and fabrics without staining. It is into the tiny air spaces in the textiles and fabrics that **Bed Bug Fix**®, upon drying, will leave a residual. The residual effect is created by the synergistic compounds found only in the **Bed Bug Fix**® formula. Slight residual constituents continue a safe and effective killing field in treated areas, providing ongoing protection against a re-infestation as exhibited in test results.

ECO HYGIENICS, LLC does not provide that new bed bugs will not be reintroduced into the treated area, however, within 24 to 48 hours of reintroduction these newly infesting bed bugs will also be killed. Thus, proper application not only eliminates any current infestation, but through the residual lethality also provides a vaccinating effect.

1. Be sure that the spray apparatus (1) does not include a filter which may be included in its tank or handle; remove if found, (2) be sure that the apparatus has both a "fan" or "pin" spray setting.
2. Spray should be applied with nozzle approximately 12 to 14 inches from surface areas when treating furnishing. When spraying drapes and carpets the nozzle may be 12 to 18 inches away.
3. You may begin by using the "stream" or sometimes called the "pin stream" spray setting first by spraying all base boards beginning in the farthest corner of the room. The "stream" spray setting should also be used to treat around the contact areas where objects attached to walls and ceilings have been exposed.
4. The stream spray should also be used to treat all joints in furniture and any hard to reach locations.
5. The stream spray may also be used at all seams on both sides of the box spring and mattress.
6. The fan spray setting should be used to treat all window coverings and drapes. When one side is treated, the coverings and drapes should be twisted so that the reverse side is also exposed and ready to be treated.
7. The fan spray is also used to treat all cushions, pillows, mattresses, box springs and any other bedding. Be sure that each item is turned over so that all surfaces are treated. Likewise, all drawers and other furniture parts that have been disassembled are to be fan sprayed. Be careful that all surfaces are treated, as well as all undersides, rails and corners. The furniture and fixings are best treated if placed in a centralized area in the middle of a room. Be sure to turn all items over so that all surfaces are being treated.
8. Using the fan spray and beginning in the farthest corner spray only the carpeted areas from which furniture has been removed; particularly, the carpeted area directly under and around any beds. If carpet is covered, be sure to spray behind any loose coverings.
9. Using the fan spray, evenly diffuse **Bed Bug Fix**® over all surfaces of the box springs and mattress. Particular attention should be given to the treatment of seams and the underside of the box spring.
10. Complete the first course of eradication treatment by vacuuming all bed bugs, eggs and larva that are visible to the eye then proceed by applying **Bed Bug Fix**® to the discovery areas. Continue to apply **Bed Bug Fix**® to drapes, night stands, furniture, wall coverings, picture frames using a fan spray. When applying **Bed Bug Fix**® to carpet edges, use a stream spray.

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## Day 2

24 hours after the first treatment of **Bed Bug Fix**® has been applied, all linens, blankets and window coverings will be bagged and tagged in plastic bags to be washed and dried at high temperatures.

1. After removal of linens and window coverings apply a second treatment of **Bed Bug Fix**® duplicating the first course of treatment to all furniture, fixtures and carpeting.

## Day 3

1. For the next 24 hours the treated areas will be left untouched. This time period allows the **Bed Bug Fix**® product to work as a residual to kill all stages of bed bugs from adults to eggs.

## Day 4

1. Duplicate the **Bed Bug Fix**® chemical treatment of the targeted area as described in day 2, and examine the treated area confirming eradication using a black light.

## Day 5

Re-assemble and return furniture and fixings to their former locations, turn off all lights, close all drapes and re-examine the treated areas with a black light to confirm all furnishing, disassembled furniture and the carpeted area from which the furniture has been removed has been properly and thoroughly treated with no signs of live bed bugs.

1. Install impervious mattress and box spring covers, vacuum the room and return furniture and fixings into place and notify operations manager that the room is ready for housekeeping to set new linens and that upon completion, the room is ready to rent.

## Time Line For Eradication of Bed Bugs:

Day 1: Prepare and treat the targeted area with **Bed Bug Fix**® as described in day 1.

Day 2: Treat the targeted area with **Bed Bug Fix**® as described in day 2.

Day 3: Leave the targeted area set while **Bed Bug Fix**® is working as a residual.

Day 4: Treat the targeted area with **Bed Bug Fix**® as described in day 2.

Day 5: Inspect the targeted area with a black light for signs of bed bugs. Install impervious mattress and box spring covers. Notify applicable management staff that the targeted area has been eradicated of bed bugs.

## Return to Inventory Procedures:

- The Pest Control Operator will document that the unit has been eradicated of the bed bug infestation.
- Housekeeping will be notified to do a full service cleaning of the unit that includes a thorough vacuuming. The vacuum bag will be placed in a plastic bag to be discarded.
- Pest Control will conduct an inspection of adjacent rooms. Should an infestation be discovered, those units will be treated as described above in the 'Time Line for Eradication of Bed Bugs' days one through five.
- If there is no sign of bed bugs in adjacent rooms, a proactive treatment will be conducted.