



Sam Noble Museum

Orientation Program

Why is Integrated Pest Management Important?

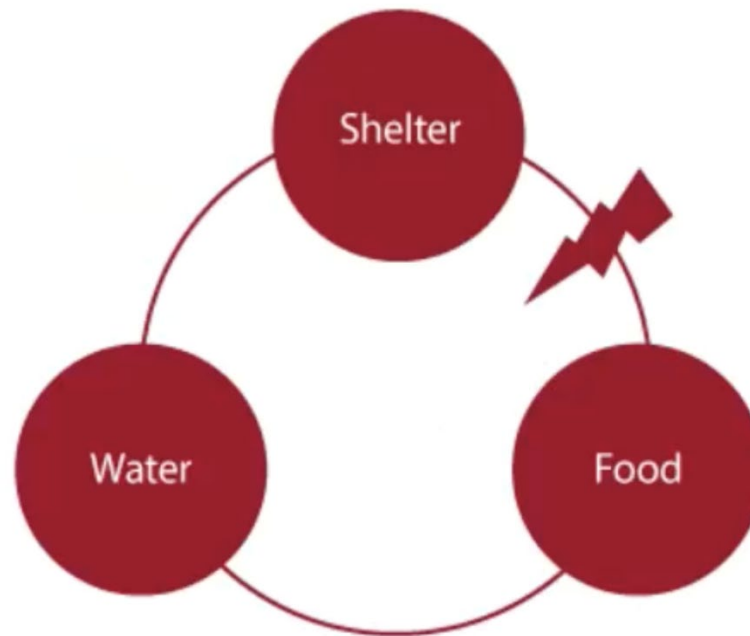
Integrated Pest Management (IPM) is a museum-wide approach to avoid pest problems. It emphasizes monitoring with pro-active measures that will pose the least possible hazards to people and to the collections.

Pests can cause damage to collections and can pose a healthy risk. Pests include insects, rodents, birds, bats, mold.



How IPM Works

IPM Policies work to deny one or more of the needs of pests and therefore makes the museum inhospitable.



IPM Policy

- Food
- Beverages
- Packages/Incoming material
- Cut Flowers/Plants
- Staff Participation



Food Policy

YES to Food

- Café (104)
- Seminar Room (147)
- Education Classrooms (134 & 136)
- Volunteer Office
- Serving (238)
- Board Room (240)
- Personal offices in the administration wing
- Personal offices on 1st floor
- Personal offices in the 2nd & 3rd floor office pods.

NO to Food

- Collections
- Research/Prep Labs
- Teaching Lab (148)
- Galleries
- Collection managers offices
- Any area that houses collections or archives
- Any area that has a shared doorway or ventilation system with these spaces

TAKE HOME MESSAGE: If an artifact is housed or displayed in the room, you cannot eat or drink in that room

Food Policy

All food, including fruit, coffee, tea and powdered drinks, must be stored in closed plastic containers with tight fitting lids. Long term storage should be avoided.



YES

Food Policy

All food utensils, plates, and non-disposable cups must be washed with soap and water immediately after use and especially before they are stored.

All food wastes, including napkins and food wrappers, must be disposed of only in plastic lined, COVERED garbage containers. Covered garbage containers are located in each office pod and the Museum servery.

Do NOT leave dishes soaking.



Food Transportation

Do NOT cover food with a plate.



Do NOT cover food with your hand.



Food Transportation

All food must be transported through the building in closed containers.

Food should not be consumed while walking through the museum.

DO use a container with a lid.



Drinks

Only liquids in covered containers may be consumed in office/lab spaces EXCEPT in collection storage areas or near specimens.

All liquids must be transported through the building in covered containers with tight fitting lids.

All beverage cans and disposable coffee cups must be rinsed with water when empty and removed from the building daily. A recycling station is located at the loading dock, in Education, and in the Served.

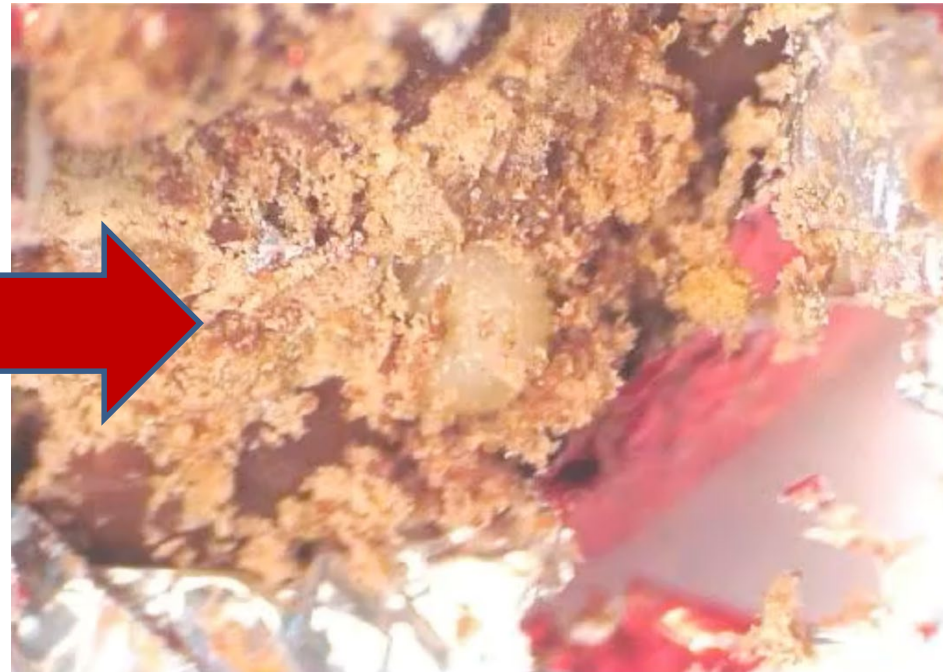
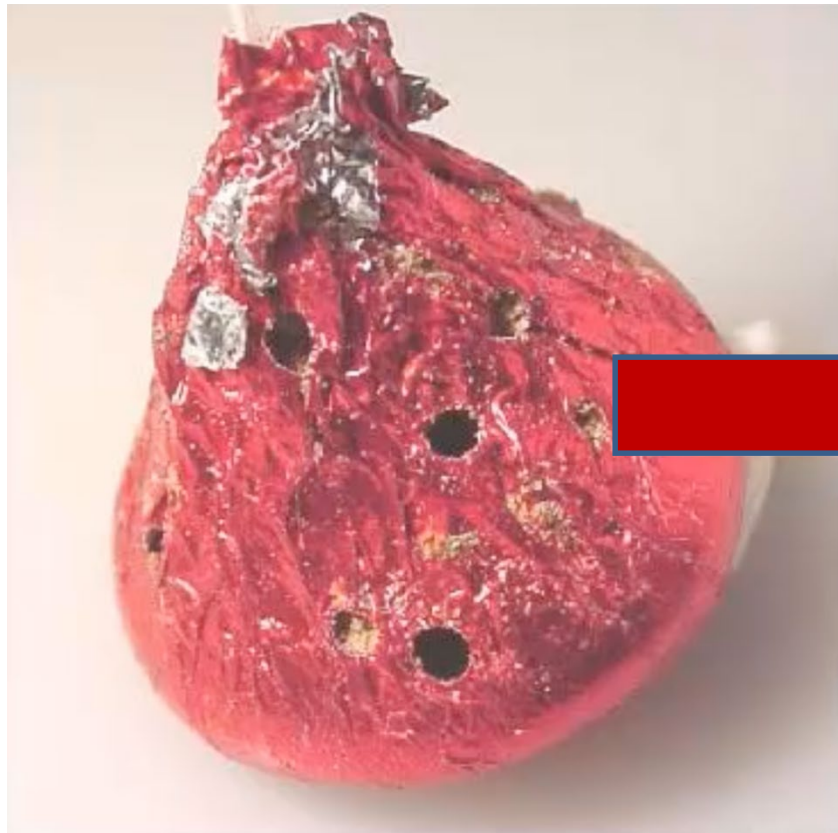
An Example of the Importance of Food Policy

The museum had a small infestation of cigarette beetles. Using traps to narrow down the area, a single source was identified . . .

An administrator worker's desk drawer!



An Example of the Importance of Food Policy



An Example of the Importance of Food Policy

A single piece of candy accounted for more than 30 adult cigarette beetles being found.

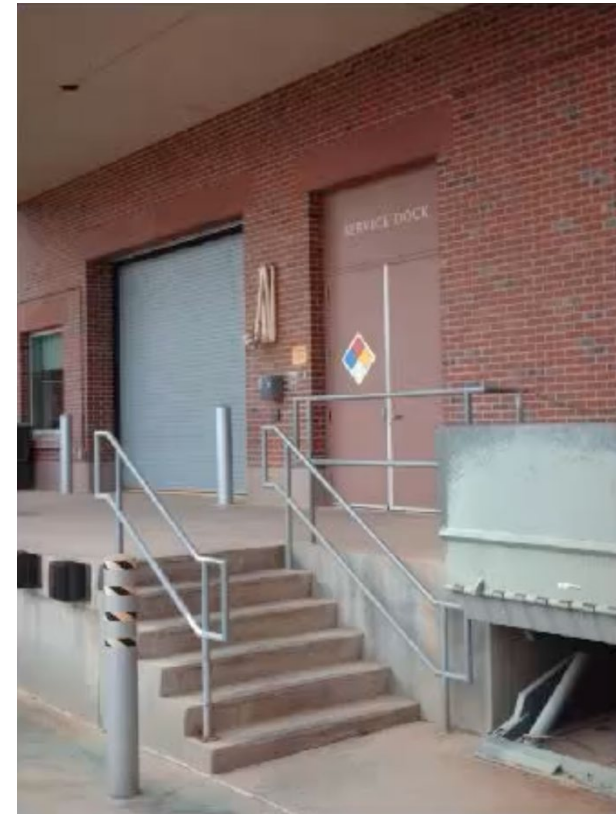
Packaging and Incoming Material

Personal items that are brought with a staff member or volunteer on a semi regular basis (purse, backpack, briefcase, lunch pale, gym bag, etc.) may be brought into the museum through the staff entrance.

All other items (packages, purchased supplies, donations, field collections, etc.) must be brought through the loading dock and inspected.

All packages must be opened on the loading dock.

Material must be removed from packaging before entering the museum.



Packaging and Incoming Material

. NO corrugated cardboard is allowed in the museum. Transfer material to carts or plastic bins before entering the museum.

All organic material must be inspected, this includes both museum and personal material.

All entering materials must be cleaned.



Treatment

Organic material being brought into the museum (wood, books, skins, fur, feathers, etc.) will go through some type of treatment as a precaution even if there is no visible sign of infestation.



Flowers and Plants

Live flowers and potted plants are not permitted in the museum.

Any flowers or plants delivered to the museum must stay on the loading dock and must be taken out the loading dock door.

Silk arrangements must be inspected.

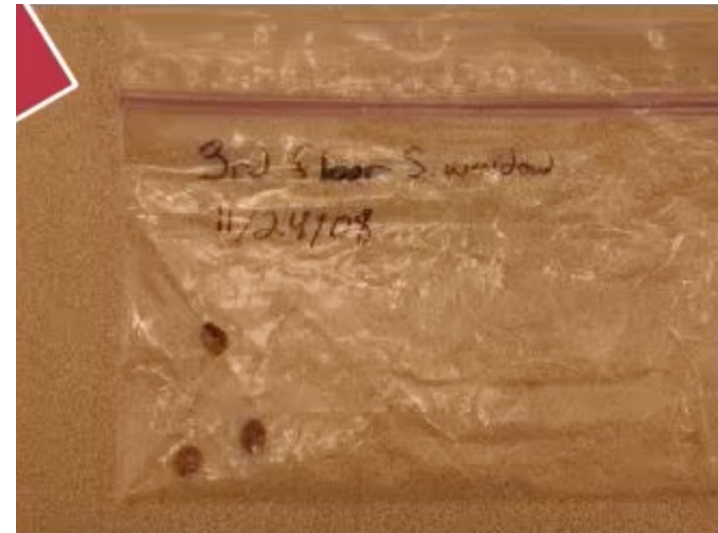


Staff Participation

Report pest activities to the IPM Technician (405) 316-0501

Please record:

- Date
- Location
- Description
- Collect pest, if possible
- Place in a bag with above information
- Do not squish as it makes identification difficult



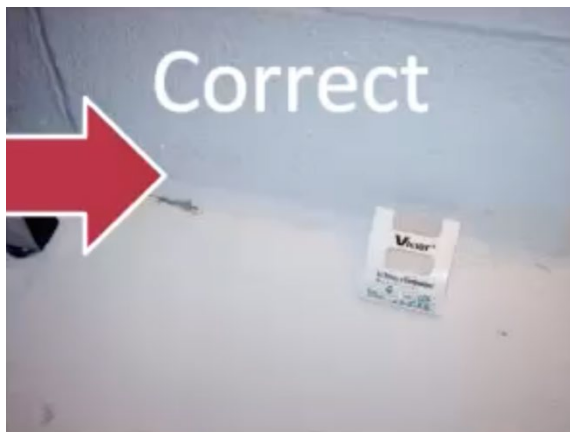
Staff Participation

Do not move sticky traps.

If trap gets knocked over, please reposition it.

If you notice a trap is filled, or has a major museum pest on it, please notify the IPM technician immediately.

Inform guests and visiting researchers of the Museum's IPM policies.



Everyone in the Museum is responsible for IPM

