

Rodent Bait Station Inspection Log

A rodent bait station inspection log: each station scanned by its number, with location, type, activity, bait taken and replaced, condition and photos, activity counts, recommendations and sign-off.

1. Visit

Project

Client

Site *

Site address

Visit date *

Time

Technician *

Visit (choose one)

☐ Routine ☐ Follow-up ☐ Call-out

Date of the last visit

Days since the last visit (if applicable; worked out automatically in the app)

Stations with activity at the last visit

From the last report, so the form can show the trend.

Site plan with station numbers (photos: attach, or note the file names)

The CRRU UK Code of Best Practice (July 2024) says that, as a general guide, baits should be inspected no later than seven days after they are first laid and at least fortnightly after that, with dead rodents removed, bait points kept secure from non-target animals, and baits removed at the end of the treatment. Permanent baiting should never be routine: the preferred approach is traps or non-toxic baits to show whether rodents are present.

2. Stations

Stations by area or zone (copy this block for each one)

Area or zone *

For example Loading bay, Kitchen or External perimeter

Stations in this area (copy this block for each one)

Station number *

Scan the station label

Scanned in the SiteSurvey app. On paper, write the numbers: station number.

Position in this area

Station position (GPS)

For external stations along fences, yards and bin stores, tap Mark current location at the station. Indoors, the station number and site plan are enough.

Type (choose one)

- ☐ Bait station (rodenticide)
☐ Monitoring block (non-toxic)
☐ Snap trap
☐ Electronic trap
☐ Glue board

Activity (choose one)

- ☐ None ☐ Bait taken ☐ Droppings or gnawing ☐ Rodent caught or found

Bait or block replaced? (if applicable)

- ☐ Yes ☐ No

Product and amount (if applicable)

Bait or block laid (g) (if applicable)

Signs of non-target animals at the bait (for example small mammals or birds)? (if applicable)

- ☐ Yes ☐ No

Body removed and disposed of safely? (if applicable)

- ☐ Yes ☐ No

Station condition (choose one)

- ☐ OK ☐ Damaged ☐ Missing

Photos (if applicable; photos: attach, or note the file names)

f_row (worked out automatically in the app)

f_active (worked out automatically in the app)

f_nontarget (worked out automatically in the app)

f_toxic (worked out automatically in the app)

f_damaged (worked out automatically in the app)

This area or zone: stations checked (worked out automatically in the app)

This area or zone: stations with any activity (worked out automatically in the app)

This area or zone: stations with bait taken (worked out automatically in the app)

This area or zone: stations with droppings or gnawing (worked out automatically in the app)

This area or zone: stations with a rodent (worked out automatically in the app)

This area or zone: stations missing (worked out automatically in the app)

This area or zone: stations damaged (worked out automatically in the app)

This area or zone: signs of non-target animals (worked out automatically in the app)

This area or zone: bait and blocks laid (g) (worked out automatically in the app)

This area or zone: f_toxic (worked out automatically in the app)

Stations checked (worked out automatically in the app)

Stations with any activity (worked out automatically in the app)

Stations with activity (%) (worked out automatically in the app)

Change since the last visit (if applicable; worked out automatically in the app)

Stations with bait taken (worked out automatically in the app)

Stations with droppings or gnawing (worked out automatically in the app)

Stations with a rodent (worked out automatically in the app)

Stations missing (worked out automatically in the app)

Stations damaged (worked out automatically in the app)

Signs of non-target animals (worked out automatically in the app)

Bait and blocks laid (g) (worked out automatically in the app)

If applicable: Signs of non-target animals at a bait point. The CRRU UK code says bait points must be kept secure from non-target animals: review the station type and position, and record what was changed.

If applicable: Rodenticide bait is down and the last visit was more than 14 days ago. As a general guide, the CRRU UK code says baits should be inspected at least fortnightly after the first week. Follow the product label too.

If applicable: More stations show activity than at the last visit. Say in the recommendations what will change, such as proofing, hygiene or a shorter interval.

3. Findings and sign-off

Proofing and hygiene issues (tick all that apply)

- ☐ Gaps around pipes or doors
- ☐ Door seals
- ☐ Food left out
- ☐ Waste storage
- ☐ Harborage (clutter, vegetation)
- ☐ None found

Recommendations

Next visit

Days to the next visit (if applicable; worked out automatically in the app)

If applicable: The next visit date is before the date of this record. Check the date.

Client name

Client signature

Completed by *

Signature