

# MASTER COPY

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| <br>SHAKAMBHARI<br>GROUP<br>#SteelWithin | <b>SHAKAMBHARI ISPAT &amp; POWER LTD.</b><br>(Formerly known as Ess Dee Aluminium Ltd.) |                       |                         |
| <b>STANDARD OPERATING PROCEDURE</b>                                                                                       |                                                                                         |                       |                         |
| Title: Pest Control Management                                                                                            |                                                                                         |                       |                         |
| Page No. 1 of 2                                                                                                           |                                                                                         |                       |                         |
| <b>SOP No.</b>                                                                                                            | <b>Version No.</b>                                                                      | <b>Effective Date</b> | <b>Next review date</b> |
| SIPL/QAS/016                                                                                                              | 00                                                                                      | 07.07.2026            | 06.07.2028              |

## 1.0 PURPOSE

- 1.1 The purpose of this SOP is to define a procedure to ensure that all the areas within the premises are pest and rodent free.

## 2.0 SCOPE

- 2.1 This SOP is applicable to all areas within the premises.

## 3.0 REFERENCE(S) & ATTACHMENT(S)

### 3.1 References

- 3.1.1 ISO 15378:2017, 7.1.4.5

### 3.2 Attachments: Nil

## 4.0 RESPONSIBILITY

### 4.1 Service Provider

- 4.1.1 To execute the tasks defined by QA.

### 4.2 HR / Maintenance / Production:

- 4.2.1 To assist / guide in the tasks being executed by the Service Provider.

### 4.3 QA Head:

- 4.3.1 To prepare the procedure and ensure the implementation of the defined procedure.

## 5.0 DISTRIBUTION

- 5.1 HR Department  
5.2 QA / QC  
5.3 Engineering  
5.4 Production  
5.5 Warehouse

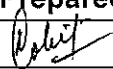
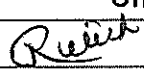
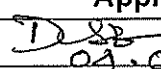
## 6.0 DEFINITION(S) & ABBREVIATION(S)

### 6.1 Definitions

- 6.1.1 **Roda Box:** A box having openings from both sides, containing a poison cake inside for rodents.  
6.1.2 **Trouble Gum:** A paper having glue on its surface to trap rodents.

### 6.2 Abbreviations

- 6.2.1 Nil

|                                                                                                                       |                                                                                                                      |                                                                                                                         |
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| <b>Prepared By:</b><br> 04.07.2026 | <b>Checked By:</b><br> 04.07.2024 | <b>Approved By:</b><br> 04.07.2026 |
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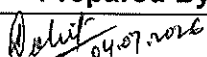
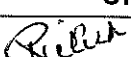
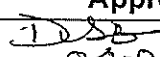
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| SIPL/QAS/016                                                                                                                  | 00                 | 07.07.2026                                                                              | 06.07.2028              |

**7.0 PROCEDURE**

- 7.1 The Operation Head will place an annual contract with an agency engaged in pest and rodent control services and approved to undertake such a job.
- 7.2 All the Roda-Box, Trouble Gum boxes and fly catchers will be numbered and a location plan will be made.
- 7.3 The QA Head will ensure that the chemical to be used is in its original packing, and the service provider cannot change the type of chemicals without the written confirmation of the QA Head.
- 7.4 The entire factory premises shall be treated on a defined frequency for pest and rodent control, followed by regular check-up of each rodent box and Trouble Gum stations / treatment as required.
- 7.5 The frequency shall be as agreed with the service provider. However, the frequency can be changed as per the observation during the routine pest control programme.
- 7.6 The area identified shall be treated with the insecticide suspension using pneumatically operated hand sprayers by the service provider.
- 7.7 Trouble Gum boards / rodent cakes, if unused or found damaged, must be replaced as per the frequency decided.
- 7.8 Spider and lizard control measures shall be taken outside the factory premises, on roofs & corners of the building, by spraying the chemicals. The operator should be trained and certified.
- 7.9 Fogging operation shall be carried out surrounding the factory premises to reduce the population of flying moths & mosquitoes etc.
- 7.10 After locating entry points of rodents in separate areas such as manholes, utility lines, drains, etc., mechanical traps / sticky glue Trouble Gum traps / rodent cake boxes shall be placed at all points identified within the building premises.
- 7.11 At the end of all operations, the company representative (HR / Maintenance personnel) and personnel hired for this service shall enter details of the operation into the Service Report for pest, rodent control and fogging.
- 7.12 After the operation, the QA Head shall ensure proper disposal of dead animals.
- 7.13 If any investigation has to be carried out, it shall be done by the HR person in coordination with the sweeper for the possible source of rodents, and corrective action has to be taken immediately.

**8.0 REVISION HISTORY**

| Revision No.                 | 00 | Effective Date | 07.07.2026 | CC No. | NA |
|------------------------------|----|----------------|------------|--------|----|
| Details of revision: New SOP |    |                |            |        |    |

| Prepared By:                                                                        | Checked By:                                                                                    | Approved By:                                                                                    |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
|  |  04.07.2026 |  04.07.2026 |