



Preventing Mice in the Workplace

Maintaining a comfortable and clean office environment is a team effort. Here are some simple tips for both employees and employers to avoid attracting unwanted critters.

MMPC 



Employees

Keep It Clean

- Remove food crumbs, spills, and wrappers from desks, drawers, and common areas immediately.
- Do not leave dirty dishes in shared kitchen spaces overnight.
- Keep workspaces and shared areas like storage closets organized and free of excessive items that could serve as nesting materials.

Store Food Properly

- Use airtight, mouse-proof containers for all snacks, meals, and even pet food, if applicable.
- Keep food in designated eating areas—avoid storing food inside desks!

Monitor Personal Belongings

- Avoid leaving bags or boxes on the floor where mice can hide or nest.
- Store personal items like shoes or coats in closed cabinets or lockers.

Report Early Signs

- Inform management about droppings, gnaw marks, or other indicators of mice.
- Alert maintenance teams about structural issues like cracks or holes in walls and flooring.



Management

Conduct Regular Inspections

- Check for holes, cracks, and gaps around doors, windows, and utility lines.
- Pay special attention to areas near food storage, garbage, and utility rooms.

Seal Entry Points (Exclusion)

- Use steel wool, caulk, or metal sheeting to block small openings.
- Install door sweeps on exterior doors to close gaps.
- Install rodent-proof grates or screens on vents and drains.

Maintain Building Perimeters

- Trim vegetation near the office building, as overgrown plants provide shelter for mice.
- Keep dumpsters and outdoor trash areas clean and far from entrances.

Update Sanitation Protocols

- Schedule regular cleaning for common areas, focusing on kitchens, pantries, and trash collection points.
- Hire professional cleaners to deep clean storage rooms, basements, and less frequented areas.

Pest Control Services

- Work with a pest control company to implement Integrated Pest Management (IPM) strategies tailored to your space.
- Schedule routine inspections and install glue boards in high risk areas to detect and mitigate risks early.

