

## FOCUS UNIT TRACKING LOG

Name/Address of Property: \_\_\_\_\_

*The IPM team identifies areas or units of focus and coordinates IPM efforts. This sheet unites pest control, housing, and maintenance record-keeping systems. Keep it in the front of the IPM log.*

Date	Unit / Location	Name of Staff Member / Technician	Pest Level	Repairs Needed		Recent or Current Focus Unit?	Housekeeping / Lease Compliance	
			Note any pests and circle the level of infestation. Involve your PMP.	Work order number or problem description	Check when completed	Yes or No	Housekeeping level* (circle one)	Action taken (e.g., met with tenant, sent violation notice)
			Type of Pest: Light Moderate Heavy				G F P	
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			Type of Pest: Light Moderate Heavy				G F P	

**\* Housekeeping level:**

- G** Good—little or no food or water accessible to pests, easy to move throughout the unit, and inspection in all areas is possible
- F** Fair—dishes left undone for more than one day, or plenty of food or water accessible to pests, or PMP has to step over or move items to inspect
- P** Poor—multiple days of dirty dishes, sloppy food storage methods, or PMP’s inspection and service limited by clutter