



POLICIES & PROCEDURES

NUMBER SPP 505

SECTION: TERMITE SERVICE PROCEDURES	SUBJECT: Termite Production Assignments
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SPP No.: 505

Section: Termite Service Procedures

Subject: Termite Production Assignments

Approved By: Tony Massey

Effective Date: November 1, 2005

Last Reviewed Date: October 17, 2024

Policy Owner: V.P. Director Quality Assurance

CONVENTIONAL SUBTERRANEAN TERMITE PRODUCTION

Daily Subterranean termite production is assigned by observing the company standard. The new work subterranean treating price is divided by the hourly production standard to obtain the number of hours to assign to complete the job.

- Example: treating price \$1,505 ÷ \$215 (per hour) = 7 hours.

When the job price indicates less than 7 hours, additional work is assigned as annual renewal inspections or bait monitoring services until a full workday is assigned.

This standard includes:

- “Conventional” post-construction subterranean termite work
- “Total Coverage” wood treatments
- Special Services such as moisture barriers, debris removal, ventilation etc.
- Extra Service Calls and Retreats: All extra service calls and retreats will be scheduled with the daily work assignment and will be in addition to the required \$1505 per day production quota.

SUBTERRANEAN BAITING AND MONITORING

Daily subterranean termite baiting and monitoring production is based on linear feet. It is assigned based on the current company standard.

- Installs are assigned at the standard of 1,100 linear feet per day if liquid spot treatments are included in the job. This is based upon five (5) structures at 220 linear feet each.
- Installs are assigned at the standard of 1,540 linear feet per day if no liquid spot treatments are included. This is based upon seven (7) structures at 220 lineal feet each.
- Monitoring services are assigned at the minimum standard of 3,600 lineal feet per day. This is based upon sixteen to seventeen (16-17) structures at 220 linear feet each.

ANNUAL TERMITE REINSPECTIONS

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SECTION: TERMITE SERVICE PROCEDURES

SUBJECT: Termite Production
Assignments**Residential Reinspection**

Residential Reinspection examples:

- Conventional:
 - 1 minute per \$3.30 in revenue
 - Example: $\$180.00 \div \$3.30 = 55$ minutes
- Bait:
 - 1 minute per \$5.25 per six hours per day.
 - Example: $\$360.00 / 5.25 = 68.57$ minutes.

Commercial, Apartment, and Condominium Reinspections

These inspections vary greatly in size and scope; therefore, it is necessary for the General Manager to be involved in the time assignment before setting the appointment.

Only Management is authorized to perform commercial, apartment, or condominium reinspections. They can utilize reinspectors who are termite certified to assist them with the inspection however a manager is required to directly supervise the inspection.

Each *actual* hour of commercial inspection time will be valued at \$215.00 of production value. The inspector will be paid the standard inspection commission for each actual hour of inspection time. Payroll commissions for these reinspections should be adjusted to reflect the actual time spent on the property performing the inspection.

- *Example: \$800.00 Renewal Fee with a \$215 production standard per hour.*
 - If the inspection takes 1 hour, then the inspector would be credited with: 1 hour X \$215 = \$215 of production value
 - If the inspection takes 2 hours, then the inspector would be credited with 2 hours X \$215 = \$430 of production value

We should make every effort to schedule an appointment to ensure that an interior inspection is completed, and the customer's signature is obtained.

APPROVED BY:
Tony MasseyEFFECTIVE DATE:
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