

Pest control owner cover log

Use both sheets together for one week. Enter the business and week below. Record the actual task, required competence evidence and substitute before testing cover. Keep necessary supervision available.

Business and week beginning

Task reference	Actual task and site	Competence evidence needed	Substitute and escalation contact
A			
B			
C			
D			
E			

Supervision to retain, customer access and instructions to confirm before starting

Use the same task labels on the second sheet. Add a separate pair of sheets when you need more entries. There is no pass mark.

Type your answers in and save a copy, or print the page and fill it in by hand. Nothing you enter is sent to us.

Owner cover log: interruptions and follow-up

Enter the same business and week as on the first sheet. Record owner help, the actual outcome and the person and date for the next action. An interruption is evidence, not a failed employee.

Business and week beginning

Task reference	Owner interruption and reason	Outcome and evidence	Next action, person and date
A			
B			
C			
D			
E			

Weekly review: unresolved owner duties, proposed cover or cost evidence, and next review date

At each weekly review, carry unresolved tasks forward. At the end of your chosen 90-day exercise, list what still needs owner involvement and the cover or advice required.

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