



Rock Community Fire Protection District

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Exhaust Hood Service Requirements

Grease Exhaust Duct Systems: Will comprise the duct system proper from the filters up and throughout its entirety including the exhaust fan, housing and fan wheel. It shall include all surfaces on which dirt and grease can be deposited in normal operations. The contractor will remove accumulations of all foreign matter, such as dirt and grease from the exhaust ducts beginning at the hood connection and extending to and including the exit stack. Ducts will be cleaned to bare metal.

Exhaust Fans: Will comprise the complete fan assembly including the structural frame assemblies, housing, fan blades, braces, louvers and all other parts in the direct path of the grease-laden air, except for the motor interior. The contractor will remove accumulations of all foreign matter, such as dirt and grease. Fans will be reassembled and reinstalled in a satisfactory working condition.

Cleaning Standards: The contractor will clean all grease exhaust systems, i.e. duct hoods, fans, fan housings and ductwork by removing all foreign material such as dirt and grease. Hoods, all ductwork and exhaust will be considered clean if there are no visible accumulations of dirt and grease.

Personnel Qualifications: Only qualified, experienced and well-trained technicians who are skilled in performing the requirements of this service shall perform the required cleaning and service.

Exhaust System Inspection Schedule:

- Systems serving solid fuel cooking operations: Monthly
- Systems serving high-volume cooking operations: Quarterly, such as 24-hour cooking, charbroiling, or wok cooking.
- Systems serving moderate-volume cooking operations: Semiannually.
- Systems serving low-volume cooking operations, such as churches, day camps, seasonal businesses or senior centers: Annually.

1. Cleaning of Exhaust Systems

The entire exhaust system shall be *cleaned by a properly trained, qualified, and certified* individual acceptable to the authority having jurisdiction.

- a. Hoods, grease removal devices, fans, ducts, and other appurtenances shall be cleaned to bare metal prior to surfaces becoming heavily contaminated with grease or oily sludge.
- b. Components of the fire suppression system shall not be rendered inoperable during the cleaning process.
- c. Fire-extinguishing systems shall be permitted to be rendered inoperable during the cleaning process where serviced by properly trained and qualified.
- d. Flammable solvents or other flammable cleaning aids shall not be used.
- e. Cleaning chemicals shall not be applied on fusible links or other detection devices or the automatic extinguishing system.
- f. After the exhaust system is cleaned to bare metal, it shall not be coated with powder or other substance.
- g. All access panels (doors) and cover plates shall be replaced.
- h. Dampers and diffusers shall be positioned for proper airflow.
- i. When cleaning procedures are completed, all electrical switches and system components shall be returned to an operable state.
- k. After cleaning is completed, ***the hood-cleaning contractor shall place or display on each hood that has been serviced or cleaned, a label indicating the date cleaned and the name of the servicing company, and areas not cleaned.***

I. Certificates or documentation of inspection and cleaning shall be retained on the site of the inspection for at least 3 years.

*Please note******

Servicing and cleaning documentation must include the following on the service providers company letterhead:

Company providing service

Name of service technician and certification documentation

Address of business being serviced

Date of service

Specific components serviced

Failure to provide any of the required documentation will result in a failed inspection.