



Fats, Oil and Grease Management Food Service Assessment Checklist

This checklist will help food service owners/operators identify sources of fats, oil and grease and how they are being managed. By completing this checklist, the user will know if current practices are adequate to minimize FOG discharges to the municipal sewer system. Improper FOG disposal can result in costly and unhealthy sanitary sewer overflows and back-ups directly into the food service facility.

General Food Service Establishment Information

1. Facility Name: _____ Date: _____
2. Facility Address: _____
3. Facility Owner: _____ Facility Manager: _____
4. Type of food service operation (café, cafeteria): _____
5. Responsible person/organization: _____
6. Hours of operation: _____
7. Number of meals served/day: _____
8. Number of seats: _____

Fats, Oil and Grease Trap/Interceptor

1. Type (under the sink, in-ground, automatic): _____
2. Number of units: _____
3. Size: _____ gallons
4. Location: _____

Grease Trap/Interceptor Maintenance

1. Pump out schedule (monthly, weekly, etc): _____
2. Pumper/service provider: _____
3. Yes No Maintenance log available on-site
4. Yes No Is management observing pumping to ensure it is done properly?
5. Yes No Does service include complete pumping/cleaning of the trap and sample box, not just removing the grease layer?
6. Yes No Is the vault refilled with clean water, not with water already pumped out?
7. Yes No Are enzymes/bacteria used? If yes, vender name _____

Kitchen Equipment/Devices

Are the following kitchen devices plumbed to discharge to the grease trap/interceptor?

1. Yes No Dishwashers
2. Yes No Pot sinks, multi-compartment sinks, mop sinks, pre-rinse sinks
3. Yes No Floor drains
4. Yes No Food steamers
5. Yes No Food grinders/pulpers
6. Yes No Steam kettle(s)
7. Yes No Can washer(s)

Other: _____

Are the following cleaned or maintained periodically? Is the cleanup water discharged to the grease trap? If not, where is it discharged? _____

1. Yes No Exhaust hoods and filters
2. Yes No Floor mats, floors, and grill tops
3. Yes No Exterior of the grease traps/interceptors
4. Yes No Dumpsters/trash cans
5. Yes No Parking lots, sidewalks,
6. Other: _____

Dry Cleanup

1. Yes No Are serving wares, utensils or food preparation surfaces wiped clean before washing?
2. Yes No Do employees know not to allow FOG or food wastes into the drains? Are employees instructed to use dry methods before using water for cleanup?
3. Yes No Are employees provided the necessary training and tools (rubber scrapers, brooms, absorbent materials for spills) for dry cleanup?

Spill Cleanup and Prevention

1. Yes No Are cleanup kits in visible and accessible areas?
2. Yes No Are employees provided adequate conveyance methods/tools (ladles, containers with lids) to prevent oil and grease spills while transferring from inside the restaurant to the outside storage bin?
3. Yes No Is there a designated employee(s) to manage/monitor cleanup?

Employee Awareness Training

1. Yes No Have employees received training on BMPs for handling oil and grease (spill prevention, dry cleanup, etc.)?
2. Yes No Are employees involved in keeping FOG out of the drains?
3. Yes No Are signs posted in key areas that remind staff to keep oil and grease out of the drains?
4. Yes No Are new employees trained on FOG BMPs and existing employees trained on a routine basis (quarterly)?

Grease Disposal

1. Yes No Are the outside oil and grease storage bins kept covered?
2. Yes No Are the outside storage bins located away from storm drains and catch basins?
3. Yes No Are Dumpsters and grease recycling bins cleaned and checked for leaks often?
4. Yes No Is there a spill prevention plan and materials available in the event of a spill?

Grease Management Contractors

1. Yes No Does your hauler/renderer have the proper legal licenses and permits to handle the oil and grease waste?
2. Who do contact when there is a problem? _____
3. Yes No Do you know how and where the waste grease is sent for final disposal?

For further information on proper management of oil and grease from your food service operations, contact the N.C. Division of Environmental Assistance and Customer Service at (919) 707-8100 or (877) 623-6748. Visit the web site created exclusively for your industry at <http://portal.ncdenr.org/web/deao/ea/eac/sso>.