FOOD SERVICE ASSESSMENT CHECKLIST

This checklist will help you as a manager/owner of a food services establishment/facility (FSE) identify sources of fats, oil and grease and how they are being managed. By completing this checklist, you will gain a better understanding of your current practices and if they are adequate to minimize FOG discharges to the Olivehurst Public Utility District Sewer System. Improper FOG disposal can result in costly and unhealthy sewer overflows and backups directly into your facility.

Please take a moment to review this checklist and discuss it with your Health Inspector during your next scheduled inspection. Your inspector can answer many questions you may have about FOG and grease disposal. For additional information, please contact the District’s Public Works Department fogcontrol@opud.org or 530-743-8132.

General Food Service Establishment Information

1. Facility Name: Date (MM/DD/YYYY):
2. Facility Address:
3. Facility Owner/Manager:
4. Type of food service operation:
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, mechanical):
2. Number of units:
3. Size (gallons):
4. Location:
### Grease Trap/Interceptor Maintenance

1. Pump-Out schedule (monthly, weekly, etc.)

2. Pump service provider:

3. Maintenance log available on-site? ☐ Yes ☐ No

4. Is grease trap/interceptor cleaning observed by management? ☐ Yes ☐ No

5. Does service include complete pumping/cleaning of the trap and sample box, not just removing the grease layer? ☐ Yes ☐ No

6. Is the vault refilled with clean water, not with water already filled out? ☐ Yes ☐ No

7. Are enzymes/bacteria used? If yes, vendor name? ☐ Yes ☐ No

### Kitchen Equipment/Devices

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

1. Dishwashers: ☐ Yes ☐ No

2. Pot sinks, multi-compartment sinks, mop sinks, pre-rinse sinks: ☐ Yes ☐ No

3. Floor drains: ☐ Yes ☐ No

4. Food streamers: ☐ Yes ☐ No

5. Food grinders/pulpers: ☐ Yes ☐ No

6. Steam kettle(s): ☐ Yes ☐ No

7. Can washer(s): ☐ Yes ☐ No

Comments:

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

1. Exhaust hoods and filters: ☐ Yes ☐ No

2. Floor mats, floors and grill tops ☐ Yes ☐ No

3. Exterior of the grease traps/interceptors ☐ Yes ☐ No

4. Dumpsters/trash cans ☐ Yes ☐ No

5. Parking lots and sidewalks ☐ Yes ☐ No

Comments:
## Dry Cleanup

1. Are serving wares, utensils or food preparation surfaces wiped before washing?  
   - Yes  
   - No

2. Do employees know not to allow FOG or food wastes into the drains?  
   - Yes  
   - No

3. Are employees provided the necessary training and tools (rubber scrapers, brooms, absorbent materials for spills) for dry cleanup?  
   - Yes  
   - No

## Spill Cleanup and Prevention

1. Are cleanup kits in visible and accessible areas?  
   - Yes  
   - No

2. Are employees provided with adequate conveyance methods/tools (ladles, containers with lids, etc.) to prevent oil and grease spills while transferring from inside the restaurant to the outside storage bin?  
   - Yes  
   - No

3. Is there a designated employee(s) to manage/monitor cleanup?  
   - Yes  
   - No

## Employee Awareness Training

1. Have employees received training in the Best Management Practices (BMPs) for handling oil and grease (i.e. spill prevention, dry cleanup, etc.)?  
   - Yes  
   - No

2. Are employees involved in keeping FOG out of the drains?  
   - Yes  
   - No

3. Are signs posted in key areas that remind staff to keep oils and grease out of the drains?  
   - Yes  
   - No

4. Are new employees trained on FOG BMPs and existing employees trained on a routine basis (e.g. quarterly, semi-annually, etc.)?  
   - Yes  
   - No

## Grease Disposal

1. Are the outside oil and grease storage bins kept covered?  
   - Yes  
   - No

2. Are the outside storage bins located away from storm drains and catch basins?  
   - Yes  
   - No

3. Are dumpsters and grease recycling bins cleaned and checked for leaks often?  
   - Yes  
   - No

4. Is there a spill prevention plan, and are materials available in the event of a spill?  
   - Yes  
   - No

## Grease Management Contractors

1. Does your hauler/renderer have the proper legal licenses and permits to handle the oil and grease waste?  
   - Yes  
   - No

2. Who do you contact when there is a problem?  
   - Yes  
   - No

3. Do you know where the waste grease is sent for final disposal?  
   - Yes  
   - No