



Fats, Oil and Grease Management Food Service Assessment Checklist

This checklist will help food service owners/operators identify sources of fats, oil and grease (FOG) 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. Please circle the “Yes” or “No” where applicable. If you have any questions please contact Amy Varinoski, City of Mebane Water Resources Compliance Manager at 919-304-9217.

Return this form **within 2 weeks** to: City of Mebane Wastewater Treatment Plant
106 E. Washington Street
Mebane, NC 27302
Attn. Amy Varinoski

-OR-

scan & email to: avarinoski@cityofmebane.com

Failure to return this form is enforceable in accordance with the City of Mebane Sewer Use Ordinance.

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

Other: _____

Are the following cleaned or maintained periodically? Is the cleanup water discharged to the grease trap?

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 Best Management Practices (BMP) training 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 (monthly, 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 is to be contacted 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 Pollution Prevention at (919) 715-6500 or (800) 763-0136. Visit the web site created exclusively for your industry at <http://www.p2pays.org/food/>.