



City of Ridgecrest

Fats, Oils and Grease

Best Management Practices Manual

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List of Acronyms

°C / °F	Degrees Celsius / Degrees Fahrenheit
BMP	Best management practice
CFR	Code of Federal Regulations
City	City of Ridgecrest
CSA	Compliance Schedule Agreement
CWA	Clean Water Act
EPA	US Environmental Protection Agency
FAQ	Frequently asked question
FOG	Fats, Oils, and Grease
FSE	Food Service Establishment
GCD	Grease Control Device
GI	Grease Interceptor
gpm	Gallons per minute
hrs	Hours
lbs	Pounds
O&G	Oils and Grease
ppm	Parts per million
RWQCB	Regional Water Quality Control Board
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow (Sewer Overflows / Sewer Spills)
SWRCB	State Water Resources Control Board
UPC	Uniform Plumbing Code
WWTP	Wastewater Treatment Plant

FATS, OILS AND GREASE BEST MANAGEMENT PRACTICES MANUAL

1.1 Introduction

Fats, Oils and grease, also called FOG in the wastewater business, can have negative impacts on wastewater collection and treatment systems. A large percentage of wastewater collection system blockages can be traced to FOG. Blockages in the wastewater collection system are serious, causing Sanitary Sewer Overflows (SSOs), manhole overflows, and sewage backups in homes and businesses. Two types of FOG pollutants are common to wastewater systems. Petroleum-based oil and grease (also called non-polar FOG) occur at businesses using oil and grease and are identified and regulated by municipalities through local limits and associated pretreatment permit conditions. Animal and vegetable-based oil and grease (also called polar FOG) are more difficult to regulate due to the large number of restaurants and fast-food outlets in our community.

Many of the nation's fast-food restaurant chains participate in FOG recycling programs which are intended to ensure that grease trap and grease interceptors are properly installed and, most importantly, properly maintained. Knowledgeable municipal pretreatment staff, working with business owners, can effectively prevent FOG buildup and the problems associated for both the City's Public Works Department and the restaurant owner.

This manual was written to provide food service establishments (FSEs) such as restaurant and fast-food business managers and owners with information about animal and vegetable-based oil and grease pollution prevention techniques and preventing oil and grease discharges to the sewer system. The manual identifies the City's legal authority to address FOG, answers frequently asked questions (FAQs), identifies best management practices (BMPs) with regard to FOG management equipment, provides guidance regarding support services, clarifies prohibitions, defines grease control devices in detail, and identifies and specifies record keeping and reporting requirements. The Attachments contain all FOG related forms to be used by the FSE and City and include: Grease Interceptor/Trap Log, Grease Barrel Collection Log, and Exhaust Hood Maintenance Log. Copies of the forms may also be found on the City's website at: www.ridgecrest-ca.gov.

1.2 Regulatory Framework and Legal Authority

The State Water Resources Control Board (SWRCB) and the nine Regional Water Quality Control Boards (RWQCBs), collectively known as the California Water Boards, are tasked with the vision of providing "abundant clean water for human uses and environmental protection to sustain California's future." Under the federal Clean Water Act (CWA) and the State's Porter-Cologne Water Quality Control Act, the State and Regional Water Boards have regulatory responsibility for protecting the water quality of California's water resources (including lakes, estuaries, streams, etc.). The SWRCB created Order No. 2006-0003-DWQ regarding statewide general waste discharge requirements for sanitary sewer systems that includes the development and implementation of a system-specific Sewer System Management Plan (SSMP). Element 7, FOG Control Program, of the SSMP lists requirements for the installation of grease removal devices, design standards for the removal devices, maintenance requirements, BMP requirements, and record keeping and reporting requirements.

The CWA is the primary Federal statute regulating the protection of the nation's water. It aims to prevent, reduce, and eliminate pollution in the nation's water to "restore and maintain the chemical, physical, and biological integrity of the Nation's waters," as described in section 101(a). The CWA's implementing regulations are codified at 40 Code of Federal Regulations (CFR) specifically, 40 CFR 403.5 (National Pretreatment Standards: Prohibited Discharges). Section 403.5 includes regulations limiting pollutants that can be discharged to a wastewater treatment plant (WWTP) including solid or viscous pollutants (including FOG) that can cause obstructions to the flow. Information on the National Pretreatment Standards can be found at: <https://www.epa.gov/>.

Furthermore, there are Uniform Plumbing Code (UPC) requirements, standards, and specifications requiring FSE's to install grease interceptors and grease traps to reduce FOG in the wastewater discharges. Finally, various City Codes have been implemented to clarify the City's authority to address FOG as follows:

- City Code § 16-112 – General usage
- City Code § 16-115 – Industrial wastes; limitations
- City Code § 16-116 – Protective measures; general
- City Code § 16-118 – National Categorical Pretreatment Standards
- City Code § 16-119 – Pretreatment compliance schedule
- City Code § 16-120 – Reporting requirements for permittee
- City Code § 16-121 – Public notification of violations
- City Code § 16-122 – State requirements
- City Code § 16-123 – More stringent limitations

All FSEs are required to obtain a FOG Wastewater Discharge Permit to discharge wastewater into the sewer system and pay a fee as set by the fee schedule. Grease interceptors shall be required for all new and existing FSE's during the plan review/ building permit process. FSE's that operate without a grease control interceptor may be required to pay an annual Grease Disposal Mitigation Fee to equitably cover the costs of increased maintenance and administration of the sewer system. For more information on the City's authority, please visit the City's website at: www.ridgecrest-ca.gov.

1.3 Frequently Asked Questions (FAQs)

The following frequently asked questions are answered below:

- Is grease a problem?
- What is FOG and where does it come from?
- What do FSEs need to know about FOG?
- What is a grease trap and how does it work?
- What is a grease interceptor?
- How do I clean my grease trap and grease interceptor?
- Can you recommend a maintenance schedule?
- Do I have a grease trap?
- Do I need a grease trap or grease interceptor?
- Is the grease trap I have adequate?
- What if I don't install a grease trap?
- Who determines if I need a grease trap or interceptor?
- What are the criteria for inspecting grease traps?
- How can I get in compliance?
- How do I report sewage spills/SSOs?

Is grease a problem?

In the wastewater business, the answer is an emphatic YES! Grease is singled out for special attention because of its poor solubility in water and its tendency to separate from the liquid solution.

Large amounts of oil and grease in the wastewater cause trouble in the collection system pipes. It clings to the walls of sewer lines and decreases pipe capacity, resulting in sewer lines that require cleaning more often and/or replacement sooner than would otherwise be expected due to deterioration of the lines. Oil and grease also hamper effective treatment at the wastewater treatment plant.

FOG in a warm liquid may not appear harmful. But, as the liquid cools, the grease or fat congeals, separating from the liquid, causing mats on the surface of settling tanks and digesters. It can also coat the interior of sewer lines and other surfaces which may cause blockage, malfunction, or shutdown of wastewater treatment units.

Problems caused by wastes from restaurants and other grease-producing establishments have served as the basis for ordinances and regulations governing the discharge of FOG-type materials to the sanitary sewer system. This type of waste has forced the requirement of the installation of preliminary treatment facilities, commonly known as grease traps or interceptors.

What is FOG and where does it come from?

FOG refers to fats, oils, and grease. FOG is commonly found in meats, sauces, gravy, dressing, deep-fried foods, baked goods, cheese, and butter. FOG waste is most commonly generated by processing or serving food.

What do FSEs need to know about FOG?

City of Ridgecrest ordinances prohibit sewer overflows and require Ridgecrest Wastewater to monitor and control these overflows. The City is required to develop and implement a FOG Control Program. The City uses video surveillance cameras and system mapping to identify blockages caused by FOG as well as the sources that contribute to the blockages. Those responsible for FOG will be liable for costs incurred by the City in responding to blockages.

What is a grease trap and how does it work?

A trap is a small reservoir built into the wastewater piping a short distance from the FOG producing area. Baffles in the reservoir retain the wastewater long enough for the FOG to rise to the surface. The FOG can then be removed and disposed of properly. See **Section 1.7.1** for a description of how the various components of a grease trap function and to see an illustration.

What is a grease interceptor?

An interceptor is a larger system than a grease trap and consists of a vault located on the exterior of the building. The vault includes a minimum of two compartments, and flow between each compartment is designed for FOG retention. The capacity of the interceptor provides adequate holding time so that the wastewater has time to cool, allowing any remaining FOG, not collected by the traps, time to solidify. While the FOG rises to the surface, food solids (sludge) and grit settle to the bottom and remain there until such time that the interceptor is cleaned. Grease interceptors shall be sized as recommended by the Uniform Plumbing Code and as approved by the City of Ridgecrest. See **Section 1.7.3** for a description of how the various components of a grease interceptor function.

How do I clean my grease trap and grease interceptor?

Refer to **Section 1.7.2** (Grease Trap Maintenance) and **Section 1.7.4** (Grease Interceptor Maintenance).

Can you recommend a maintenance schedule?

All grease interceptors should be cleaned at least every 90 days or when accumulated FOG and solids reach 25% of the capacity. Some establishments will find it necessary to clean their traps a lot more often, depending on their grease load and discharge characteristics. If the establishment has to clean grease traps and grease interceptors too often, the owner should consider installing a larger trap or interceptor.

Do I have a grease trap?

If the establishment is uncertain whether it has a grease trap, the owner should contact the City of Ridgecrest Public Works Department at (760) 499-5080 for assistance.

Do I need a grease trap or grease interceptor?

Any establishment that introduces grease or oil into the drainage and sewage system in quantities large enough to cause line blockages or hinder sewage treatment is required to install a grease trap or interceptor. Interceptors are required for high volume restaurants (full menu establishments operating 16 hours/day and/or serving 500+ meals per day) and large commercial establishments such as hotels, hospitals, factories, grocery stores, and school kitchens. Grease traps are required for small volume (fast food or take-out restaurants with limited menus, minimum dishwashing, and/or minimal seating capacity). Medium volume establishments may be required to install an interceptor depending upon the size of the establishment.

Is the grease trap I have adequate?

The UPC requires that no grease trap have a capacity less than 20 gallons per minute (gpm) or more than 55 gpm. The size of the trap depends upon the number of fixtures connected to it. The following table provides criteria for sizing grease traps:

Total number of fixtures connected	Required rate of flow, gpm	Grease retention capacity, lbs
1	20	40
2	25	50
3	35	70
4	50	100

The maintenance schedule will also depend largely upon the size. If a grease trap or interceptor is not maintained regularly it will not provide the necessary grease removal. The establishment should work out a specific cleaning schedule that is right for the establishment. All grease traps need to have the grease cleaned out periodically and no one likes to do the job. It is a dirty job. Running extremely hot water down the drain only moves the problem further into the sewer lines. It does not go away. Catch the grease at the source! This is the most economical means to reduce your costs.

What if I don't Install a grease trap?

If the establishment uses grease and oil in food preparation, it will eventually encounter a maintenance problem with a plugged building sewer line. The blockage can create a sewer backup situation and ultimately a potential health problem in the establishment. Someone will have to pay for removing the blockage. If the problem is in the building sewer line, then the establishment has direct responsibility for paying for the maintenance. If the blockage or restriction is in the public sewer main, and it can be proven that the establishment is the cause of the blockage, then the establishment will have to pay for the public sewer to be maintained. Blocking a sanitary sewer line is also a violation of the Federal Clean Water Act and City Code (see **Section 1.2** for applicable regulations).

Who determines if I need a grease trap or interceptor?

The UPC shall guide the Design Engineer in the selection of grease traps and grease interceptors. Furthermore, City of Ridgecrest Codes (see **Section 1.2**) will assist the FSE in determining if a grease trap or interceptor is required. All administrative authorities prohibit the discharge of materials that can solidify and create blockages in the wastewater collection system or treatment plants. The City of Ridgecrest's Public Works Department makes periodic inspections to see that no health problems exist due to improperly maintained grease interceptors. These rules will be enforced if a problem exists. The City of Ridgecrest reserves the right to conduct continuous inspections should any FOG issues exist in the area.

What are the criteria for inspecting grease traps?

All FSEs may be inspected. City of Ridgecrest uses the following criteria during the inspection of grease traps and interceptors:

Percent of Trap Filled	Trap Condition
<25	Good
25-50	Fair
>50	Poor

If the trap is in FAIR condition, the establishment is advised to keep an eye on the maintenance schedule. The cleaning frequency may need to be increased. If the trap is in POOR condition, the establishment will be issued a compliance order to have it cleaned immediately. The establishment will be required to contact the City of Ridgecrest’s Public Works Department within 15 days to verify that the grease trap has been properly cleaned.

How can I get in compliance?

The establishment should contact the City of Ridgecrest Public Works Department at (760) 499-5080. If a grease trap or interceptor is needed, the establishment will be required to purchase a permit for the device through the Permit Center located in City Hall. This will enable the Public Works Department to assist the establishment in determining the appropriate cleaning schedules and advise if a problem shows up in the wastewater collection system.

How do I report sewage spills/SSOs?

Contact the City at (760) 499-5084 or (760) 499-5000 to report. Contact the Police Department after hours to report spills. Do not just leave a message.

1.4 Best Management Practices (BMPs)

The following BMPs are provided to assist FSE’s with developing procedures to reduce the amount of FOG in their wastewater, thereby reducing maintenance needs and costs associated with their grease control devices. These BMPs also minimize the likelihood of blockages that can back up into an FSE or an adjacent property, release to the environment, and/or be subject to an enforcement action. Employee training and awareness are key to the successful implementation of the BMPs identified herein.

The following Best Management Practices (BMPs) Tables are provided below:

- Table 1 - Prevent Blockages in the Sanitary Sewer System
- Table 2 - Properly Maintain Grease Traps and Interceptors to Prevent Introduction into the Sanitary Sewer System
- Table 3 - Prevent Fats, Oils and Grease from Releases to the Environment Through the Storm Drain System

Table 1 - Prevent Blockages in the Sanitary Sewer System			
BMP	Reason For BMP	Benefits to FSE	Pretreatment Inspection Tips
Train kitchen staff and other employees about how they can help ensure BMPs are implemented. Suggest training of new staff during onboarding and existing staff twice annually.	People are more willing to support an effort if they understand the basis for it.	All the subsequent benefits of BMPs will have a better chance of being implemented.	Talk to the establishment manager about the training program that he/she has implemented.
Post "No Grease" signs (in commonly spoken languages) above sinks and on the front of dishwashers.	Signs will remind staff not to pour used fry grease, hood-vent grease, or any other used FOG down the sink drain and to properly dispose of them in a recycle barrel. Contrary to popular belief, adding hot water, detergent, or even commercial degreasers does not liquify the grease long enough to escape your drains.	These reminders will help minimize grease discharge to the traps and interceptors and reduce the cost of cleaning and disposal.	Check appropriate locations of "No Grease" signs.
Use water temperatures less than 140°F in all sinks, especially the pre-rinse sink, before the mechanical dishwasher. The mechanical dishwasher requires a minimum temperature of 160°F, but the UPC prohibits discharging the dishwasher to grease traps.	Temperatures in excess of 140°F will dissolve grease, but the grease can re-congeal or solidify in the sanitary sewer collection system as the water cools.	The FSE will reduce its cost for the energy, gas or electric for heating the water.	Check boiler or hot water discharge temperature. Measure the temperature of the hot water being discharged from the closest sink to the water heater.
Use a three-sink dishwashing system, which includes sinks for washing, rinsing, and sanitizing in a 50-100 parts per million (ppm) bleach solution. Water temperatures are less than 140°F (See above).	The three-sink system uses water temperatures less than 140°F where a mechanical dishwasher requires a minimum temperature of 160°F (See above). Note: The UPC prohibits the discharge of dishwasher water to grease traps.	The FSE will reduce its costs for the energy - gas or electric for heating the water for the mechanical dishwasher and for operating the dishwasher.	Measure temperature of the hot water at the three-sink system.

Table 1 - Prevent Blockages in the Sanitary Sewer System			
BMP	Reason For BMP	Benefits to FSE	Pretreatment Inspection Tips
Recycle waste cooking oil.	There are many waste oil recyclers throughout Kern County. This is a cost recovery opportunity. See Section 1.6, Haulers and Recyclers , below.	The FSE may be paid for the waste material and will reduce the amount of garbage it must pay to have hauled away.	Obtain name of recycler used. Review recycling records. Confirm records with recycler. The FSE shall maintain records for a minimum of 5 years.
“Dry wipe” pots, pans, and dishware prior to dishwashing. Soak up oils and grease around fryer baskets and dispose of the in the trash. For a 50% reduction in FOG discharge, disconnect and remove garbage disposals.	The grease and food that remains in pots, pans, and dishware will likely go to the landfill. By “dry wiping” and disposing in garbage receptacles, the material will not be sent to the grease traps and interceptors.	This will reduce the amount of material going to grease traps and interceptors, which will require less frequent cleaning, reducing maintenance costs.	Observe dishwashing practices.
Dispose of food waste by recycling and/or solid waste removal rather than the pre-rinse sink. Install fine-meshed screens in the drain of each sink. Collect screened material and dispose of in the garbage.	Some recyclers will take food waste for animal feed. In the absence of such recyclers, the food waste can be disposed of. Solid waste can accommodate 20 percent liquid so even your gravies and other oily sauces can be sent to the dumpster. Handle solid waste wisely for health safety: secure trash bags, dump daily, and keep dumpster lid secured.	Recycling of food wastes will reduce the cost of solid waste disposal. Solid waste disposal of food waste will reduce the frequency and cost of grease trap and interceptor cleaning.	Inspect grease traps and interceptors for food waste accumulation. Confirm the recycler or solid waste removal company with the establishment manager.
Avoid spills. When spills occur, dry spills should be swept or vacuumed while FOG spills should be covered with absorbent materials (e.g., sand, sawdust, “kitty” litter, salt, paper towels, etc.) and disposed of in the trash.	FOG and food that are spilled and wiped up should not be intentionally rinsed down sinks and sent to the grease traps and interceptors. If those materials are wiped up and disposed of in the trash, they will go to the landfill instead of potentially ending up in the sanitary sewer collection system.	Recycling of food waste (as mentioned above) and solid waste disposal of spilled FOG and food waste will reduce the frequency and cost of grease trap and interceptor cleaning.	Confirm the recycler or solid waste removal company with the establishment manager.

Table 1 - Prevent Blockages in the Sanitary Sewer System			
BMP	Reason For BMP	Benefits to FSE	Pretreatment Inspection Tips
Clean building drains at least one time per year.	Building drains can accumulate spilled FOG, solids, debris, etc. that can make their way into the sanitary sewer collection system.	Routine cleaning will reduce amount of material going to grease interceptors (reducing maintenance costs for interceptor) and will prevent plugging of the sewer line between the FSE and the sanitary sewer system. If the line plugs, the sewer line may back up into the establishment, and the business will need to hire someone to unplug it.	Collect, wipe up, and vacuum out FOG, solids, debris, etc. prior to cleaning drain with soap and water.
Use disposal paper products, rather than dishware.	To minimize/eliminate dishwashing.	Disposal paper products will reduce the frequency and cost of grease trap and interceptor cleaning, and reduce water utility costs.	None.

Table 2 - Properly Maintain Grease Traps and Interceptors to Prevent Introduction into the Sanitary Sewer System			
BMP	Reason For BMP	Benefits to FSE	Pretreatment Inspection Tips
<p>Witness all grease trap or interceptor cleaning/maintenance activities to ensure the device is properly operating.</p> <p>Verify that no removed water or materials are reintroduced into the sewer system other than at qualified disposal stations.</p>	<p>Grease trap/interceptor pumpers may take shortcuts. If the establishment manager inspects the cleaning operation and ensures it is consistent with the procedures in Sections 1.7.2 and 1.7.4, and on the reverse side of the Grease Interceptor/Trap Log, they are more assured of getting full value for their money.</p>	<p>The establishment will ensure it is getting value for the cost of cleaning the grease trap or interceptor. Otherwise, the establishment may be paying for cleaning more often than necessary.</p>	<p>None.</p>
<p>Clean undersink grease traps weekly.</p> <p>If grease traps are more than 50% full when cleaned weekly, the cleaning frequency needs to be increased.</p> <p>Verify that no removed water or materials are reintroduced into the sewer system other than at qualified disposal stations.</p> <p>Document the inspection and cleaning on the Grease Interceptor/Trap Log in Attachment 2.</p>	<p>Undersink grease traps have less volume than grease interceptors.</p> <p>Weekly cleaning of undersink grease traps by the establishment's maintenance staff will reduce the cost of cleaning the grease interceptor.</p> <p>If the establishment does not have a grease interceptor, the undersink grease trap is the only means of preventing grease from enter the sanitary sewer system. If the grease trap is not providing adequate protection, the local sewer agency may require installation of a grease interceptor.</p>	<p>This will extend the length of the cleaning cycle for grease interceptors that the establishment maintains.</p>	<p>Visually inspect the contents of the undersink grease trap.</p> <p>Inspect cleaning records.</p> <p>Refer to Section 1.7.1 below.</p>

Table 2 - Properly Maintain Grease Traps and Interceptors to Prevent Introduction into the Sanitary Sewer System			
BMP	Reason For BMP	Benefits to FSE	Pretreatment Inspection Tips
<p>Inspect and fully clean grease interceptors monthly at a minimum (more often if less than 75% of the capacity remains).</p> <p>During the inspection check the integrity of baffles and check the inlet piping for flow restrictions. Open both manholes and confirm that the “tees” on pipes are intact.</p> <p>During the inspection, the grease layer should be documented by pushing a garden hoe handle through the grease layer and taking a core sample with a “sludge judge.”</p> <p>Verify that no removed water or materials are reintroduced into the sewer system other than at qualified disposal stations.</p> <p>Document the inspection and cleaning on the Grease Interceptor/Trap Log in Attachment 2.</p>	<p>Grease interceptors must be cleaned routinely to ensure that grease accumulation does not cause the interceptor to operate poorly.</p> <p>The cleaning frequency is a function of the type of establishment, the size of the interceptor, and the volume of flow discharged by the establishment.</p>	<p>Routine cleaning will prevent plugging of the sewer line between the FSE and the sanitary sewer system. If the line plugs, the sewer line may back up into the establishment, and the business will need to hire someone to unplug it.</p>	<p>Verify that no more than 25% of the depth is taken up by the combination of grease (top) and sediment (bottom).</p> <p>Inspect cleaning records.</p> <p>Refer to Section 1.7.3 below.</p>
<p>Keep a maintenance log</p>	<p>The maintenance log serves as a record of the frequency and volume of cleaning the interceptor. It is required by the pretreatment program to ensure that grease trap/interceptor maintenance is performed on a regular basis.</p>	<p>The maintenance log serves as a record of cleaning frequency and can help the establishment manager optimize cleaning frequency to reduce cost.</p>	<p>Inspect maintenance log. Note that inspection and cleaning records must be maintained on the premises for a period of 5 years (minimum) and be readily available for inspection by City of Ridgecrest personnel.</p> <p>Confirm the maintenance log with the grease hauler identified.</p>

Table 3 - Prevent Fats, Oils and Grease from Releases to the Environment Through the Storm Drain System			
BMP	Reason For BMP	Benefits to FSE	Pretreatment Inspection Tips
<p>Cover outdoor grease and oil storage containers.</p> <p>Some local jurisdictions will have BMPs in place for stormwater also.</p>	<p>Uncovered grease and oil storage containers can collect rainwater. Since grease and oil float, the rainwater can cause an overflow onto the ground. Such an overflow will eventually reach the stormwater system and nearby streams.</p>	<p>The discharge of grease and oil to the storm drain system will degrade the water quality of receiving streams by adding biological and chemical oxygen demand to the stream.</p> <p>Discharging grease and oil into the storm drain is prohibited by City, State, and Federal regulations (see Section 1.2). Failure to prevent the discharge of grease and oil into the storm drainage system may result in legal penalties, fines, and/or physical disconnection from the sanitary sewer.</p>	<p>Observe storage area for signs of oil and grease.</p> <p>Inspect containers for covers.</p> <p>Remove covers to ensure containers have not overflowed and do not have excess water.</p>
<p>Locate grease dumpsters and storage containers away from storm drain catch basins.</p>	<p>The farther away from the catch basin, the more time someone has to clean up spills or drainage prior to entering the storm drain system.</p> <p>Be aware of oil and grease dripped on the ground while carrying waste to the dumpster, as well as oil and grease that may “ooze” from the dumpster.</p>	<p>The discharge of grease and oil to the storm drain system will degrade the water quality of receiving streams by adding biological and chemical oxygen demand to the stream.</p> <p>Discharging grease and oil into the storm drain is prohibited by City, State, and Federal regulations (see Section 1.2). Failure to prevent the discharge of grease and oil into the storm drainage system may result in legal penalties, fines, and/or physical disconnection from the sanitary sewer.</p>	<p>Observe storage area for signs of oil and grease.</p> <p>Inspect the closest catch basin for signs of accumulated grease and oil.</p>

Table 3 - Prevent Fats, Oils and Grease from Releases to the Environment Through the Storm Drain System			
BMP	Reason For BMP	Benefits to FSE	Pretreatment Inspection Tips
<p>Install spill controls (AKA drop 90's or "elbows" in catch basins if grease dumpsters and containers must be nearby.</p>	<p>Spill controls extend below the water surface and trap floatable materials like oil and grease, preventing them from traveling further downstream.</p>	<p>The discharge of grease and oil to the storm drain system will degrade the water quality of receiving streams by adding biological and chemical oxygen demand to the stream.</p> <p>Discharging grease and oil into the storm drain is prohibited by City, State, and Federal regulations (see Section 1.2). Failure to prevent the discharge of grease and oil into the storm drainage system may result in legal penalties, fines, and/or physical disconnection from the sanitary sewer.</p>	<p>Check the nearest catch basin and drainage paths for signs of oil and grease. Require spill controls if the basin is within 20 feet of grease dumpsters or containers, or if there are signs of grease in the catch basin at any distance.</p>
<p>Use absorbent pads or other material in the storm drain catch basins if grease dumpsters and containers must be located nearby. Do not use free flowing absorbent materials such as "kitty litter" or sawdust.</p>	<p>Absorbent pads and other materials can serve as an effective barrier to grease and oil entering the storm drain system.</p>	<p>The discharge of grease and oil the storm drain system will degrade the water quality of receiving streams by adding biological and chemical oxygen demand to the stream.</p> <p>Discharging grease and oil into the storm drain is prohibited by City, State, and Federal regulations (see Section 1.2). Failure to prevent the discharge of grease and oil into the storm drainage system may result in legal penalties, fines, and/or physical disconnection from the sanitary sewer.</p>	<p>Check the nearest catch basin and drainage paths for signs of grease and oil. Require absorbent pads if the basin is within 20 feet of grease dumpsters or containers, or if there are signs of grease in the catch basin at any distance.</p> <p>Do not permit the use of free-flowing absorbent material such as "kitty litter."</p>

Table 3 - Prevent Fats, Oils and Grease from Releases to the Environment Through the Storm Drain System			
BMP	Reason For BMP	Benefits to FSE	Pretreatment Inspection Tips
<p>Use absorbent pads or other materials to clean up spilled material around outdoor equipment, containers, or dumpsters.</p> <p>Do not use free flowing absorbent materials such as “kitty litter” or sawdust that can be discharges to the storm drain system.</p>	<p>Absorbent pads or materials can help clean up grease and oil that is spilled on the ground and prevent it from flowing to the storm drain system.</p>	<p>The discharge of grease and oil the storm drain system will degrade the water quality of receiving streams by adding biological and chemical oxygen demand to the stream.</p> <p>Discharging grease and oil into the storm drain is prohibited by City, State, and Federal regulations (Section 1.2). Failure to prevent the discharge of grease and oil into the storm drainage system may result in legal penalties, fines, and/or physical disconnection from the sanitary sewer.</p>	<p>If grease and oil are observed on the ground in the storage area, recommend the use of absorbents to minimize movement of the grease and oil.</p> <p>Do not permit the use of free-flowing absorbent material such as “kitty litter.”</p>
<p>Routinely clean kitchen exhaust system filters.</p>	<p>If grease and oil escape through the kitchen exhaust system, it can accumulate on the roof of the establishment and eventually enter the storm drain system when it rains.</p>	<p>The discharge of grease and oil the storm drain system will degrade the water quality of receiving streams by adding biological and chemical oxygen demand to the stream.</p> <p>Discharging grease and oil into the storm drain is prohibited by City, State, and Federal regulations (Section 1.2). Failure to prevent the discharge of grease and oil into the storm drainage system may result in legal penalties, fines, and/or physical disconnection from the sanitary sewer.</p>	<p>None.</p>

1.5 Prohibitions

DO NOT...	Basis
Do not discharge fats, oils and grease in concentrations that will cause an obstruction to the flow in a sewer or allow the FOG to pass through or cause interference at the wastewater treatment facility.	Grease can solidify and trap other solid particles to completely plug the wastewater collection system.
Do not discharge grease, improperly shredded garbage, animal guts or tissues, paunch manure, bones, hide, hair, fleshings, or entrails.	These materials in combination or alone can cause blockages and other operations and maintenance problems in the wastewater collection and treatment system.
Do not discharge wastewater with temperatures in excess of 140°F to any grease traps. This includes water from mechanical dishwashers that have a minimum required temperature of 160°F.	<p>Temperature in excess of 140°F will dissolve grease, but the grease can re-congeal and cause blockages further downstream in the sanitary sewer collection system as the water cools.</p> <p>Note: High temperature water, such as from a dishwasher, is discharged to the remotely located grease interceptor, if there is one. The remote location and the high volume of the interceptor allows the water time to cool so there is not a problem with dissolving grease and moving it further downstream. The high volume also provides dilution to the detergents in the dishwasher waste.</p>
Do not discharge waste from a food waste disposal unit to any grease traps.	The food waste will greatly reduce the capacity of the grease trap for retaining grease and can cause worse problems with blockages.
Do not discharge caustics, acids, solvents, or other emulsifying agents.	<p>Though emulsifying agents can dissolve solidified grease, the grease can re-congeal further downstream in the sanitary sewer collection system.</p> <p>Caustics, acids, and solvents can have other harmful effects on the wastewater treatment system and can be a hazard to employees working the wastewater collection system.</p> <p>These types of substances can damage the sewage collection system leaving the discharger liable for damages.</p>
Do not discharge fats, wax, grease or oils containing substances that will become viscous between 32°F (0°C) and 150°F (65°C).	The temperatures shown are temperatures that can occur in the wastewater collection and treatment system. If these substances congeal, solidify, or become too viscous, they can cause blockages and other operations and maintenance problems.
Do not clean equipment outdoors in an area where water can flow to the gutter, storm drain, or street.	Grease and dirt will be washed off the equipment and released to the environment.

1.6 Support Services (Haulers and Recyclers)

Choosing a grease hauler

When selecting a grease hauler, be aware that services and prices can vary. Minimum services should include:

- Complete pumping and cleaning of the interceptor and sample box, rather than just skimming the grease layer.
- Deodorizing and thorough cleaning of affected areas, as necessary.
- Disposal/reclamation at an approved location. Each business shall retain a manifest indicating to whom the FOG/debris was released and also to where it was disposed by the hauler. Said records shall be kept for a minimum of 5 years.
- Notes concerning the condition of the interceptor, including pictures for City review (upon request).
- Complete pumping and cleaning record.

You and your hauler should agree on an adequate cleaning frequency to avoid blockage of the line.

1.7 Grease Control Devices

The following sub sections describe in detail the operations, function, and maintenance of common grease control devices (i.e., grease traps and grease interceptors). An installation checklist has been provided for easy reference, however, manufacturer operation and maintenance manuals must be consulted for additional detail.

Each new grease control device that is installed to replace or upgrade an existing grease control device will be required to meet all criteria required by the current uniform plumbing code. For properties with multiple FSE's on a single parcel, each FSE shall be individually and separately responsible for installation and maintenance of the grease interceptor. A single grease interceptor can be used to service multiple FSE's only upon approval by the City of Ridgecrest Public Works Director.

1.7.1 **How a Grease Trap Works**

Figure 1 and the table below describe the operations of a grease trap. Also, see **Section 1.7.3** for Grease Interceptor Operations.

A	Flow from four or fewer kitchen fixtures enters the grease trap.
B	An approved flow control or restricting device is installed to restrict the flow to the grease trap to the rated capacity of the trap.
C	Air intake valves allow air into the open space of the grease trap to prevent siphonage and back-pressure.
D	The baffles help to retain grease toward the upstream end of the grease trap since grease floats and will generally not go under the baffle. This helps to prevent grease from leaving the grease trap and moving further downstream where it can cause blockage problems.
E	Solids in the wastewater that do not float will be deposited on the bottom of the grease trap and will need to be removed during routine grease trap cleaning.
F	Oil and grease floats on the water surface and accumulates behind the baffles. The oil and grease, and any floating solids, will be removed during routine grease trap cleaning.
G	Air relief is provided to maintain proper air circulation within the grease trap
H	Some grease traps have a sample point at the outlet end of the trap to sample the quality of the grease trap effluent.
I	A cleanout is provided at the outlet or just downstream of the outlet to provide access into the pipe to remove any blockages.
J	The water exits the grease trap through the outlet pipe and continues on to the grease interceptor or to the sanitary sewer system.

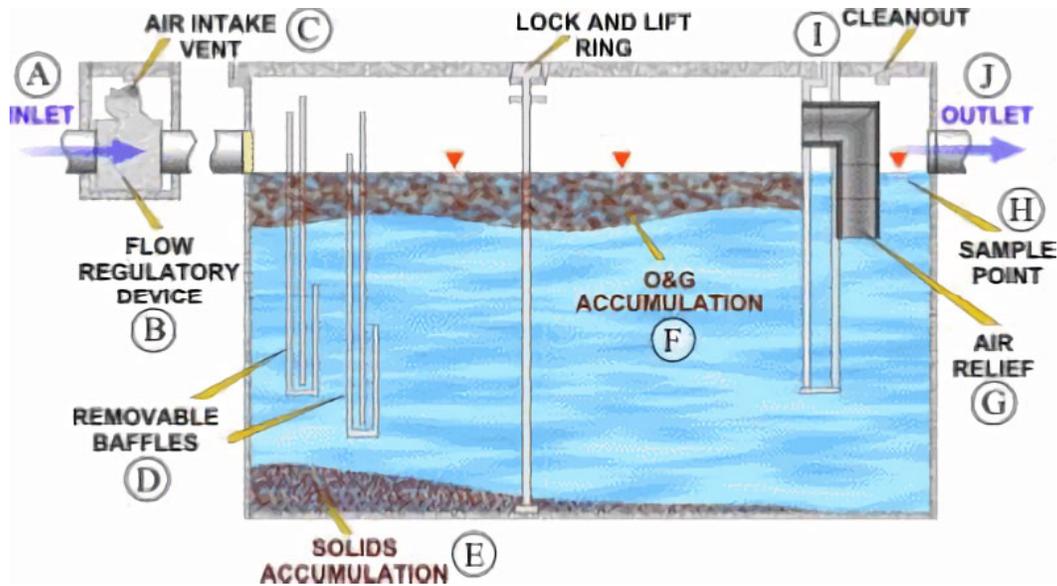


Figure 1 - Diagram of Grease Trap

1.7.2 Grease Trap Maintenance

Grease trap maintenance is usually performed by maintenance staff, or employees of the establishment. When performed properly and at the appropriate frequency, grease trap maintenance can greatly reduce the discharge of FOG into the wastewater collection system. The required maintenance frequency for grease traps depends greatly on the amount of FOG a facility generates as well as any BMPs that the establishment implements to reduce the FOG discharged into its sanitary sewer system. Grease traps have less volume than grease interceptors and require more frequent cleaning. It is recommended that grease traps be cleaned weekly by the establishment’s staff. In many cases, an establishment that cleans their grease traps more frequently and implements BMPs will realize financial benefit through a reduction in their required grease interceptor maintenance frequency. Refer to **Section 1.4** for examples of BMPs that FOG generating establishments should implement.

WARNING! Do not use hot water, acids, caustics, solvents, or emulsifying agents when cleaning grease traps and interceptors.

Grease trap maintenance is outlined in the table below. See also **Section 1.7.4** for Grease Interceptor Maintenance.

Step	Action
1	Bail out any water in the trap to facilitate cleaning. The water should not be discharged to the sanitary sewer.
2	Remove baffles if possible.
3	Dip the accumulated grease, and any floating solids, out of the trap and deposit in a watertight container.
4	Scrape the sides, the lid, and the baffles with a putty knife to remove as much of the grease as possible and deposit the grease into a watertight container.
5	Scrape and remove any solids that deposited on the bottom of the grease trap and properly dispose of for pickup by solid waste haulers to a landfill.
6	Contact a hauler or recycler for grease pick-up.
7	Replace the baffle and the lid.
8	Record the volume of grease removed on the maintenance log.

1.7.3 How a Grease Interceptor Works

Figure 2 and the table below describe the operations of an Exterior Grease Interceptor.

A	Flow from undersink grease traps or directly from plumbing fixtures enters the grease interceptor. The UPC requires that all flow entering the interceptor must enter through the inlet pipe.
B	An approved flow control or restricting device is installed to restrict the flow to the grease interceptor to the rated capacity of the interceptor.
C	An air intake vent allows air into the open space of the grease interceptor to prevent siphonage and back-pressure.
D	Oil and grease floats on the water surface and accumulates behind the grease retaining fittings and the wall separating the compartments. The FOG materials will be removed during routine grease interceptor cleaning.
E	Solids in the wastewater that do not float will be deposited on the bottom of the grease interceptor and will need to be removed during routine grease interceptor cleaning.
F	Grease retaining fittings extend down into the water to within 12 inches of the bottom of the interceptor. Because grease floats, it generally does not enter the fitting and is not carried into the next compartment. The fittings also extend above the water surface to provide air relief.
G	Some interceptors have a sample box so that inspectors or employees of the establishment can periodically take effluent samples. Having a sample box is recommended by the UPS but not required.
H	Flow exits the interceptor through the outlet pipe and continues to the sanitary sewer system.

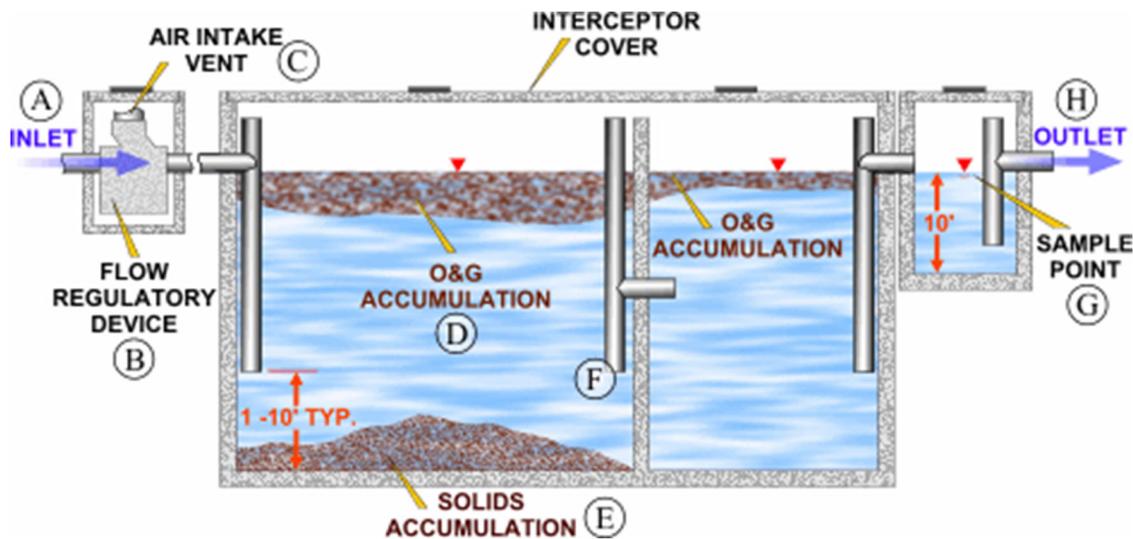


Figure 2 - Diagram of Grease Interceptor

1.7.4 Grease Interceptor Maintenance

Grease interceptors, due to their size, must be cleaned by licensed grease haulers or recyclers. Licensed septic haulers may also pump out grease interceptors and haul the waste to an approved facility. Grease interceptor maintenance consists of removing the entire volume (liquids and solids) from the grease interceptor and properly disposing of the material in accordance with all Federal, State, and/or local laws. When performed properly and at the appropriate frequency, grease interceptor maintenance can greatly reduce the discharge of FOG into the wastewater collection system. The required maintenance frequency depends greatly on the amount of FOG a facility generates and any BMPs that the establishment implements to reduce FOG discharged into its sanitary sewer system. Generally, all grease interceptors should be cleaned at least every 90 days or when accumulated FOG and solids reach 25% of the capacity. A proper maintenance procedure for a grease interceptor is outlined below. NOTE: Since the establishment is liable for the condition of their pretreatment devices, it is advised that the establishment owners/representatives witness all cleaning/maintenance activities to verify that the interceptor is being fully cleaned and properly maintained.

Step	Action
1	Contact a grease hauler or recycler for cleaning. See Section 1.6 , Grease Haulers and Recyclers.
2	Ensure that all flow is stopped to the interceptor by shutting the isolation valve in the inlet piping to the interceptor.
3	Remove the lid and bail out any water in the trap or interceptor to facilitate cleaning. Verify that no removed water or materials are reintroduced into the sewer system other than at qualified disposal stations.
4	Remove baffles if possible.
5	Dip the accumulated grease out of the interceptor and deposit in an appropriate grease barrel to be hauled away.
6	Pump out solids from the bottom and then the remaining liquids.
7	Scrape the sides, the lid, and the baffles to remove as much of the grease as possible and pump this removed material from the interceptor.
8	Replace the baffle (if necessary) and the lid.
9	Record the date of the service, the name of the operator, the volume of grease removed, any notes from the service, and sign the maintenance log. Retain and require a manifest of the disposal location.

1.7.5 Grease Control Device Installation Checklist

Number	Item Description
1	Point of use grease trap serves not more than four separate fixtures. Grease trap is sized based upon the number of fixtures discharging to it. See Section 1.2 , FAQ's.
2	Grease traps have a water seal of not less than two inches in depth or the diameter of its outlet, whichever is greater.
3	No food waste disposal unity or dishwasher is connected to or discharges into any grease trap. Food waste disposal units or dishwasher may discharge to exterior grease interceptor.
4	Waste from toilets and urinals does not discharges to the grease interceptor.
5	Waste in excess of 140°F is not discharged to any grease trap. (Dishwasher with a min. temperature of 160°F is not discharged to any grease trap.)
6	The vertical distance between the fixture outlets and grease trap weirs is as short as practical.
7	Grease interceptor is as close as practical to the fixtures served.
8	Each fixture connected to a grease trap is provided with an approved type flow control or restricting device installed in a readily accessible and visible location. Devices shall be designed so that the flow through the devices at no time exceeds the rated capacity of the grease trap or interceptor.
9	Each fixture discharging into a grease trap or interceptor is individually trapped and vented in an approved manner.
10	Appropriate grease trap or interceptor is installed.
11	Grease interceptor is easily accessible for inspection and cleaning and access does not require the use of ladders or the removal of bulky equipment.
12	There is a minimum of one access point into each compartment of the interceptor and no access points are greater than 10 feet apart. Each access opening is leak-resistant and cannot slide, rotate, or flip.
13	Location of grease interceptor is shown on approved building plans. Drawings of interceptor are complete and have all dimensions, capacities, reinforcing and structural design calculations.
14	Grease interceptor is not installed in any part of a building where food is handled. Location shall meet the approval of the Administrative Authority (Design Engineer and the City of Ridgecrest).
15	The inlet and outlet fittings shall be a baffle tee (or similar flow device) that extends at least 4 inches above the water level to within 12 inches of the bottom of the interceptor. The outlet tee out of a sample box shall extend at least 6 inches below the water surface. Flow between the separate compartments is through a baffle tee or bend that extends down to within 12 inches of the bottom of the interceptor.
16	The liquid depth of a grease interceptor shall be greater than or equal to 2'-6" and less than 6'-0".

Number	Item Description
17	There shall be a minimum of 9 inches of open vent space above the water level to the top of the interceptor. The airspace has a minimum capacity equal to 12-1/2% (1/8 th) of the grease interceptor's liquid volume.
18	The grease interceptor has at least one square foot of surface area for every 45 gallons of liquid capacity.
19	All waste enters the interceptor through the inlet pipe.
20	Grease interceptor cover is gastight and has a minimum opening of 20 inches in diameter.
21	Grease interceptors located in areas of pedestrian or vehicle travel are adequately designed to support the imposed loads. Review of structural calculation may be required to verify adequacy.
22	Redwood baffles are not installed in grease interceptor.
23	A sample box is provided on the outlet side of the grease interceptor as recommended by the UPC so that the Administrative Authority can periodically sample the effluent quality. For additional information refer to the City of Ridgecrest Engineering Design Standards on the City website.
24	Grease interceptor is permanently and legibly marked with the manufacturer's name of trademark, model number, UPC certification mark and registration (if product is listed by the International Association of Plumbing and Mechanical Officials), and any other markings required by law.

1.8 Permits, Record Keeping, and Reporting Requirements

Any FSE proposing to discharge wastewater containing FOG into the City's sewer system is required to obtain a FOG Wastewater Discharge Permit from the City when applying for or renewing its annual business license. If you have not turned in a FOG Wastewater Discharge Permit, please fill out the FOG Wastewater Discharge Permit Application in **Attachment 1** and return it to Public Works at City Hall.

Under certain circumstances, the City may require and FSE to enter into a CSA. CSA's may include, but are not limited to, the following:

- BMPs implemented by the establishment
- Description of the FSE operation
- Description of the location and size of any grease interceptors and grease traps present
- Description of how the grease interceptor or grease trap will be maintained (cleaned), including frequency
- Description of how the FSE will comply with reporting requirements

The forms attached to this manual contain recordkeeping logs that FSE's shall use to document servicing and maintenance of grease control devices and removal of grease. FSE's will be required to keep current logs. If there are multiple establishments discharging to an obstructed pipeline, it will be assumed that those establishments not following BMPs contributed to the sanitary sewer overflow.

The City has developed the six (6) forms in the Attachments for use by FSEs as follows:

- Attachment 1 - FOG Wastewater Discharge Permit Application
- Attachment 2 - Grease Interceptor/Trap Log
- Attachment 3 - Grease Barrel Collection Log
- Attachment 4 - Exhaust Hood Maintenance Log
- Attachment 5 - Grease Control Device & BMP Inspection Report
- Attachment 6 - Proper Pump Out Procedure for Grease Interceptor

Attachment 1 - FOG Wastewater Discharge Permit Application

FATS, OILS, GREASE WASTEWATER DISCHARGE PERMIT APPLICATION



Application Date:	Month	Day	Year			Assessors Tax Number (ATN) Number:

Business Name:	Contact Person Name & Title:
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Physical Address:	Mailing Address: (If Different)
-------------------	---------------------------------

Telephone Number:	24 Hour Emergency Phone Number:
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E-mail:	Fax. Number:
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Principal/Owner/Major Shareholders Name and Address:	If leased, Property Manager Name and Address:
	Property Manager Phone Number:
	Property Manager Emergency Phone Number

Is your company a limited food service establishment? (A limited food preparation establishment is not considered a Food Service Establishment (FSE) when engaged only in reheating, hot holding or assembly of ready to eat food products and as a result, there is no wastewater discharge containing a significant amount of FOG. A limited food preparation establishment does not include any operation that changes the form, flavor, or consistency of food.)	Yes / No
--	----------

Do you have garbage disposal or waste food grinder?	Yes / No
---	----------

Do you have drain screens?	Yes / No
----------------------------	----------

Do you have an exhaust hood?	Yes / No
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Do you have an indoor grease trap?	Yes / No
------------------------------------	----------

Do you have an outdoor grease interceptor?	Yes / No
--	----------

Approximately how many employees do you have?	
---	--

Please Provide a description of your FSE including hours of operation, cuisine, service activities, and anything else that may help the Department evaluate your application.

CERTIFICATION: I certify under penalty of law that the information is true and accurate and complete to the best of my knowledge. I also understand this is not a permit but rather an application for a permit.

Signature: _____ Title: _____ Print Name: _____ Date: _____

Attachment 2 - Grease Interceptor/Trap Log

GREASE INTERCEPTOR/TRAP LOG

Useful Information on the back

KEEP ON FILE ON PREMISES FOR NO LESS THAN 2 YEARS



INSTRUCTIONS: To be filled out by the Food Service Establishment and filed in the FSE On-Site Compliance Binder. Use this form to record pumping, inspection and maintenance of your grease interceptor/trap. The company working on the interceptor/trap should sign this form if possible. If this form is not available when the interceptor/trap is serviced, the servicing company should leave a signed receipt with the service information. Record that information on this log. **Manifest is required.**

Business Name:

Address:

MANAGER: Your initial on this form acknowledges that the service establishment has disposed of its grease in a lawful manner, accounts accurately for the volume of grease disposed of and that the interceptor/trap has been maintained properly.

	DATE	SERVICED BY:	VOLUME	MGR	NOTES
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					

If the grease and solids occupy greater than 25 percent of a grease interceptor or grease trap's capacity, the FSE is required to perform a full cleaning of the interceptor/trap. Cleaning of an interceptor must be performed by a licensed waste hauler with an approved license from an authorizing agency. Both vaults of a grease interceptor shall be left completely empty upon completion of the pumping operation. The grease mat, liquids, sludge, and scrapings from the interior walls must be removed. Under **NO** circumstances, may the waste hauler reintroduce the removed water or materials into the City's sewer system, other than at qualified disposal stations. Flushing an interceptor with hot water, or the use of chemicals or other agents to dissolve or emulsify grease and allow it to flow into the wastewater treatment system is a violation of City Code. Since the FSE is the generator of the grease waste, it is liable for the condition of their pretreatment devices. It is recommended that the FSE owner or designee witness all cleaning and maintenance activities to verify that the grease interceptor is being fully cleaned and properly maintained. 72 hour notice is required to the City of Ridgecrest so that the Pretreatment Inspector may be present should they desire. Any introduction of contaminants into the Sanitary Sewer warrants the issuance of an Administrative Citation.

Attachment 3 - Grease Barrel Collection Log

GREASE BARREL COLLECTION LOG



KEEP ON FILE ON PREMISES FOR NO LESS THAN 2 YEARS

INSTRUCTIONS: To be filled out by the Food Service Establishment and filed in the FSE On-Site Compliance Binder. Use this form to record grease collection pick-up times and volumes. The company collecting the waste grease should sign this form if possible. If this form is not available when pick-ups are made, the collecting company should leave a signed receipt with the collection information. Record that information on this log.

Business Name:

Address:

MANAGER: Your initial on this form acknowledges that the service establishment has disposed of its grease in a lawful manner and accounts accurately for the volume of grease disposed.

	DATE	SERVICED BY:	VOLUME	MGR	NOTES
1.					
2.					
3.					
4.					
5.					
6.					
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Attachment 4 - Exhaust Hood Maintenance Log

EXHAUST HOOD MAINTENANCE LOG



KEEP ON FILE ON PREMISES FOR NO LESS THAN 2 YEARS

INSTRUCTIONS: To be filled out by the Food Service Establishment and filed in the FSE On-Site Compliance Binder. Use this form to record cleaning and maintenance of exhaust hoods and ducts, by contracted cleaning services or by regularly scheduled in-house maintenance.

Business Name:

Address:

MANAGER: Your signature on this form acknowledges that the service establishment has performed proper maintenance on its exhaust hoods.

	DATE	SERVICED BY:	MANAGER:	NOTES
1.				
2.				
3.				
4.				
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6.				
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8.				
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19.				
20.				
21.				

Attachment 5 - Grease Control Device & BMP Inspection Report

GREASE CONTROL DEVICE & BEST MANAGEMENT PRACTICES INSPECTION REPORT



Name of Facility:	Physical Address:
Name/Title of Facility Contact:	Mailing Address:
Phone Number:	Email Address:

Facility / BMP Inspection:

1.	Food Grinder in Use	Installation/useage not recommended per city SSMP
2.	Grease Collection Maintenance Log	Must be kept current and available
3.	Exhaust Hood Maintenance Log	Must be kept current and available
4.	Employee Training Log	Must be kept current and available
5.	Drain Screens Installed/Maintained	Must be present and in good working condition
6.	Food Waste Practices	Food Waste must not be placed in the sink(s)
7.	Dry Wiping Practices	Cookware & Dishes Dry Wiped of food before washing
8.	Emergency Spill Response Materials	Grease Absorbent Materials ready in case of a spill
9.	BMP Poster(s) in approved areas	BMP Materials Visible in food Prep & dishwashing areas
10.	Other:	

Remarks:

Facility is in **COMPLIANCE**. No corrective action is required at this time

NOTICE OF NON-COMPLIANCE

Grease Control Device (GCD):

11.	Is the Grease Interceptor accessible for Inspection?
12.	Is the Interceptor within its capacity?
13.	Does the Sample Box have Excessive oil and Grease?
14.	Is the Discharge (Effluent) Line Clear?
15.	Are the Baffle Tubes Plugged, Submerged, Damaged or Missing?
16.	Other:

Remarks:

Facility is in **COMPLIANCE**. No corrective action is required at this time

NOTICE OF NON-COMPLIANCE

The Items marked as deficient must be corrected within _____ days from the date of this notice.

Acknowledgement of receipt by Facility Contact _____ Date _____	Inspector _____ Date _____
Print Name:	Print Name:

Attachment 6 - Proper Pump Out Procedure for Grease Interceptor

PROPER PUMP OUT PROCEDURE FOR GREASE INTERCEPTOR



KEEP ON FILE ON PREMISES FOR NO LESS THAN 2 YEARS

If the grease and solids occupy greater than 25 percent of a grease interceptor or grease trap's capacity, the FSE is required to perform a full cleaning of the interceptor/trap. Cleaning of an interceptor must be performed by a licensed waste hauler with an approved license from an authorizing agency. Both vaults of a grease interceptor shall be left completely empty upon completion of the pumping operation. The grease mat, liquids, sludge, and scrapings from the interior walls must be removed. Under **NO** circumstances, may the waste hauler reintroduce the removed water or materials into the City's sewer system, other than at qualified disposal stations. Flushing an interceptor with hot water, or the use of chemicals or other agents to dissolve or emulsify grease and allow it to flow into the wastewater treatment system is a violation of City Code. Since the FSE is the generator of the grease waste, it is liable for the condition of their pretreatment devices. Since the FSE is paying for the cleaning service, the FSE owner or designee may want to witness all cleaning and maintenance activities to verify that the grease interceptor is being fully cleaned and properly maintained.

Step 1:	Skim the entire grease cap and debris from the top of the interceptor. The interceptor may need to be agitated slightly to loosen the grease cap.
Step 2:	Place vacuum tube all the way into the interceptor to suck remaining solids from the bottom.
Step 3:	Vacuum water out of the interceptor.
Step 4:	Scrape and clean the sides and bottom of the trap. This may be done by "backflowing" the water from the pump truck or by using a hot water source to pressure wash the interceptor. Make sure the walls and baffles of the trap are completely clean.
Step 5:	Vacuum remaining water out of the trap.
Step 6:	Check that the sanitary "T's" on the inlet and outlet sides of the interceptor are not clogged or loose
Step 7:	Make sure that the baffle is secure and in place.
Step 8:	Inspect the interceptor for any cracks or defects.
Step 9:	Check that lids are securely and properly seated after completion of pumping.