

Appendix C:

FSE Employee Cleaning Request Form

Applicant Name: _____

Phone: _____ Email: _____

Food Service Establishment (FSE): _____

FSE Address: _____

Self-cleaning by the owner and/or operator of an establishment is not allowed unless approved by the sanitary sewer system owner. Only hydromechanical grease interceptors (HGI) with a liquid volume of 25 gpm / 50 pounds or less may be considered for self-cleaning unless otherwise approved by the sanitary sewer system owner. When approved, the owner and/or operator of an establishment shall comply with the following requirements for maintenance as required by the sanitary sewer system owner:

- Remove cover(s)
- Remove all fats, oils, and grease (FOG), solids, food debris, and wastewater.
- Clean all internal surfaces from the build-up of FOG or other residual materials.
*Additives and/or degreasers are prohibited.
- Place all removed materials in garbage bag or other sealable container (not glass) along with an absorbent material and dispose of solidified contents in trash receptacle.
- Inspect all internal components, replace anything missing or broken and ensure flow control device is installed.
- Refill with clean water
- Replace cover(s)
- Enter the required information on the maintenance log.

Existing GCD: ☐ Interior ☐ Exterior

Make Model: _____ ☐ Unknown

Size: _____ gpm/ _____ lbs. or _____ gallons ☐ Unknown

Current Cleaning Frequency: _____

Last Date Cleaned: _____

Operational Hours: _____

Grease Produced (lbs.) Use Grease Production Table (Appendix D)

Menu Type: _____ Grease Factor: _____ Average Meals Per Day: _____

Complete the table below.

Grease Storage Capacity	Daily Loading	30 days	60 days	90 days
Grease Produced (lbs.)				

[Grease Factor x Average Meals Per Day = Daily FOG Loading]

[Daily FOG Loading x Number of Days (30/60/90) = Grease Produced]

Additional Documentation Required:

- Submit photo documentation of GCD empty of all contents.
- Provide a brief explanation of the reason to self-clean. _____

Submit the completed form to the sanitary sewer system owner. Response will be sent in writing.

Applicant Signature _____ Date: _____

Appendix D

Grease Factor Table

To determine the correct grease factor, use the table below, select the menu type (1 through 33), then the correct column (A through D) for whether there is a fryer, and whether the establishment uses disposable or washable plates, glasses, knives, forks, and spoons (flatware).

Type	Menu	Grease Factor ->	without Fryer w/o flatware	without fryer with flatware	with fryer w/o flatware	with fryer with flatware
			A	B	C	D
1	Bakery		0.0250	0.0325	0.0350	0.0455
2	Bar - Drinks Only		0.0050	0.0065	0.0250	0.0325
3	Bar and Grille		0.0250	0.0325	0.0350	0.0455
4	BBQ		0.0250	0.0325	0.0350	0.0455
5	Buffet		0.0250	0.0325	0.0350	0.0455
6	Cafeteria - Full Serve		0.0250	0.0325	0.0350	0.0455
7	Cafeteria - Heat & Serve		0.0050	0.0065	0.0250	0.0325
8	Chinese		0.0350	0.0455	0.0580	0.0750
9	Coffee Shop		0.0050	0.0065	0.0250	0.0325
10	Continental breakfast		0.0050	0.0065	0.0250	0.0325
11	Convenience Store		0.0050	0.0065	0.0250	0.0325
12	Deli		0.0050	0.0065	0.0250	0.0325
13	Donut Shop		0.0250	0.0325	0.0350	0.0455
14	Don't know yet		0.0250	0.0325	0.0350	0.0455
15	Family Restaurant		0.0250	0.0325	0.0350	0.0455
16	Fast Food - Pre-Cook		0.0050	0.0065	0.0250	0.0325
17	Fast Food - Full Prep		0.0250	0.0325	0.0350	0.0455
18	Fried Chicken		0.0250	0.0325	0.0350	0.0455
19	Greek		0.0250	0.0325	0.0350	0.0455
20	Grocery Store		0.0250	0.0325	0.0350	0.0455
21	Ice Cream/Yogurt/Smoothies		0.0050	0.0065	0.0250	0.0325
22	Indian		0.0250	0.0325	0.0350	0.0455
23	Italian		0.0250	0.0325	0.0350	0.0455
24	Mexican		0.0350	0.0455	0.0580	0.0750
25	Pizza Restaurant		0.0250	0.0325	0.0350	0.0455
26	Pizza Carryout		0.0050	0.0065	0.0250	0.0325
27	Multi-unit dwelling		0.0050	0.0065	0.0250	0.0325
28	Salads / Healthy Bowls		0.0050	0.0065	0.0250	0.0325
29	Sandwich Shop		0.0050	0.0065	0.0250	0.0325
30	Seafood		0.0250	0.0325	0.0350	0.0455
31	Snack Bar		0.0050	0.0065	0.0250	0.0325
32	Steak House		0.0250	0.0325	0.0350	0.0455
33	Sushi		0.0050	0.0065	0.0250	0.0325