

JOB SPECIFICATIONS FOR KITCHEN GREASE EXHAUST VENT SYSTEM CLEANING-2007

- 1 - All Interior Ductwork, Air Flow portions of fans, and Hood areas to be left completely free of grease and carbon (all ductwork cleaned down to the metal) unless otherwise noted. (Exhaust side only) This does not include the make up air system.
- 2 - No coatings are to be sprayed onto the clean ductwork after cleaning. (Example: Fire protection powder, lime powder, etc.)
- 3 - Working areas around and by exhaust vent systems will be protected and left clean (in condition found at start of job) after the job is complete. This includes areas around/ under ducts, fans, roofs, hoods, floors in working area, ceilings under ducts, etc.
- 4 - Electrical outlets and connections shall be protected in, around and under the cleaning area.
- 5 - Stainless hoods are to be polished inside and out unless otherwise requested.
- 6 - The ductwork shall have adequate access so all interior portions can be visible for an inspection by the customer and any inspectors after cleaning. Additional access will be installed at customers expense prior to or during the cleaning if needed. No part shall be left inaccessible without detailed written documentation to be given to customer immediately following job completion.
- 7 - The kitchen equipment power and gas is to be reconnected with pilot lights relit where applicable.
- 8 - The exhaust system is to be restarted at end of job and any obvious problems with the wiring or fan condition noted on the work order. This also should be reported to the Maintenance staff ASAP.
- 9 - A certification sticker showing the job completion date and the next recommended cleaning month and year shall be applied to the hoods of the systems cleaned at the end of the job. (1 per system)
- 10 - A follow up report (job check out) by phone or in person will be done by the cleaning contractor as soon as possible after the cleaning. We ask that the opening manager voice any concerns immediately at that time. Problems found by crews should be addressed at this time. (wiring, leaking ductwork, etc.)
- 11 - Digital pictures of finished job are to be taken for customer for each cleaning per picture guide. Pictures should be taken the day of the job completion. Picture should also be taken of any problems.
- 12 - The soaps used shall be an alkaline base to prevent damage to metal ductwork and be USDA approved for food service use. MSDS sheets shall be available.
- 13 - All wastewater and/or greasy water is to be disposed on in an environmentally safe manner through the sanitary drain system. Rooftop wastewater is to be collected before leaving the roof and dumped inside. **NO WASTEWATER IS TO ENTER THE OUTSIDE STORM SEWER SYSTEM AT ANY TIME!!**
- 14 - All workers (inc. owners) of the contractor shall be covered by full workman's comp. insurance, liability insurance of at least \$2,000,000 coverage, and all shall be bonded. The job shall be covered by completed operations insurance. (which protects the customer after the crew leaves the job site).
- 15 - All workers at the job site shall be fully trained and bonded employees of the contractor (or trainees with at least 2 experienced trainers). No subcontractors are to be used with prior customer approval.
- 16 - The cleaning contractor employees shall have completed both full training and safety programs with proper fit testing of respiratory protection masks and safety lockout procedures as required by OSHA and have on file for inspection if requested.
- 17 - Contractor's employees shall have the respiratory protection, eye protection, eyewash station/bottle, gloves, and a safety kit on the job site at all times.
- 18 - All work is to be guaranteed to meet above standards and pass local fire and health inspection upon completion and follow NFPA 96 guidelines. A certification of completion sticker shall be left on site (see #9).
- 19 - Fire and/or Health inspector will be notified of the job completion time where required.
- 20 - All applicable licensing will be in force and required permits pulled for the work. Contractor should be IKECA or equal Certified.