



Daphne Utilities

Food Service Facility Grease Control Manual

Effective September 28, 2005

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INTRODUCTION

The Daphne Utility Board (DUB) supplies water and sewer service to the Daphne area.

DUB works to maintain hundreds of miles of pipe throughout the area. Blockages in the sanitary sewer lines causes Sanitary Sewer Overflows (SSOs). When sewer lines are blocked, the wastewater backs up until it overflows from manholes or building plumbing fixtures. The wastewater, which has overflowed from a manhole, may flow into storm drains or directly into creeks.

Investigations by DUB show that grease is the leading cause of SSOs. When grease is disposed in the sewer system it cools, solidifies, accumulates in the sewer lines restricting flow. Increased concentrations of Fats, Oils, and Grease (FOG) are found in the wastewater discharged from Food Service Facilities (FAFs).

DUB implemented a new grease control program with FSF's to decrease the amounts of FOG discharged to the sanitary sewer system from these facilities. This program is one of many DUB is pursuing to eliminate SSOs and to comply with the Clean Water Act.

As a condition of Consent Decree, this grease control program must be self-sustaining. To meet this requirement, each FSF is charged a monthly fee to cover the cost of inspecting and monitoring the facility.

DUB provided this FSF Grease Control Manual to each FSF to help them understand and comply with the requirements of the Grease Control Program.

GREASE INFORMATION

WHAT IS GREASE?

Grease is the accumulation of plant and animal fats usually bonded together by starches and proteins found in cooking materials. Grease may be in the form of warm water liquid and may not appear harmful. However, as the liquid cools, the grease or fat congeals causing mats on the surface of settling tanks, digesters, the interior of pipes, and other surfaces which may cause a shutdown of treatment plant units. Also, the grease can solidify in sewer collection lines obstructing flow through the lines. This causes back-ups, odors, excessive maintenance, etc.

Grease originates from homes, restaurants, food service operations, and other grease producing establishments. The term “fats oil and grease” (FOG) applies to a wide variety of organic substances of animal, vegetable, or mineral origin that may be extracted from aqueous solution or suspension by an organic solvent, such as hexane.

Problems caused by wastes from restaurants and other grease producing establishments have served as the basis for regulations governing the discharge of grease materials to the sanitary sewer system. This type of waste has forced the requirements of the installation of preliminary treatment facilities, commonly known as grease traps and interceptors. Although grease traps are the most common means of removing grease from the wastewater discharge, other mechanical devices in addition to chemical and biological additives also are available for reducing FOG concentration in wastewater.

A grease control trap works by slowing down the flow of hot greasy water and allowing it to cool. As the hot water cools, the grease and oil separate and float to the top of the grease trap. The cooler water continues to flow down the pipe to the sewer. The “baffles” which cover the inlet and outlet of the tank trap the grease, preventing grease from flowing out of the trap. Other mechanical devices work by skimming or filtering the waste water.

HOW DOES GREASE INTERFERE WITH THE OPERATION AND MAINTENANCE OF THE SEWER SYSTEM?

1. Oil and grease cause the formation of deposits of greasy solids along the water line of sewers, thereby reducing the sewer capacity. These deposits can lead to the breakaway of accumulated grease at times of high or very low flow.
2. Oil and grease accumulate in the wet wells and pumping stations. When mixed with other materials present in the sewage, the oil and grease cause blockages and failure of the pumps.
3. Grease deposits in bends of the sewer and causes restriction and blockages.
4. Grease deposits cause overflows in the drains of commercial and industrial properties.
5. Grease accumulates on screens at treatment facilities causing blockages and expensive repairs.
6. Grease and oil reduce the efficiency of sewage treatment and the quality of the effluent discharged into the environment.

WHAT KITCHEN OPERATIONS ARE RESPONSIBLE FOR GREASE ENTERING THE SEWER SYTEM?

Grease discharges are predominantly generated from washing and cleaning operations not from deep-frying as most people might think. The pot washing sink, pre-rinse station prior to the dishwasher, trenches and the floor drains fed by soup kettles, automatic and manual ventilation hoods, etc., are the major sources of grease discharges to the sewer system

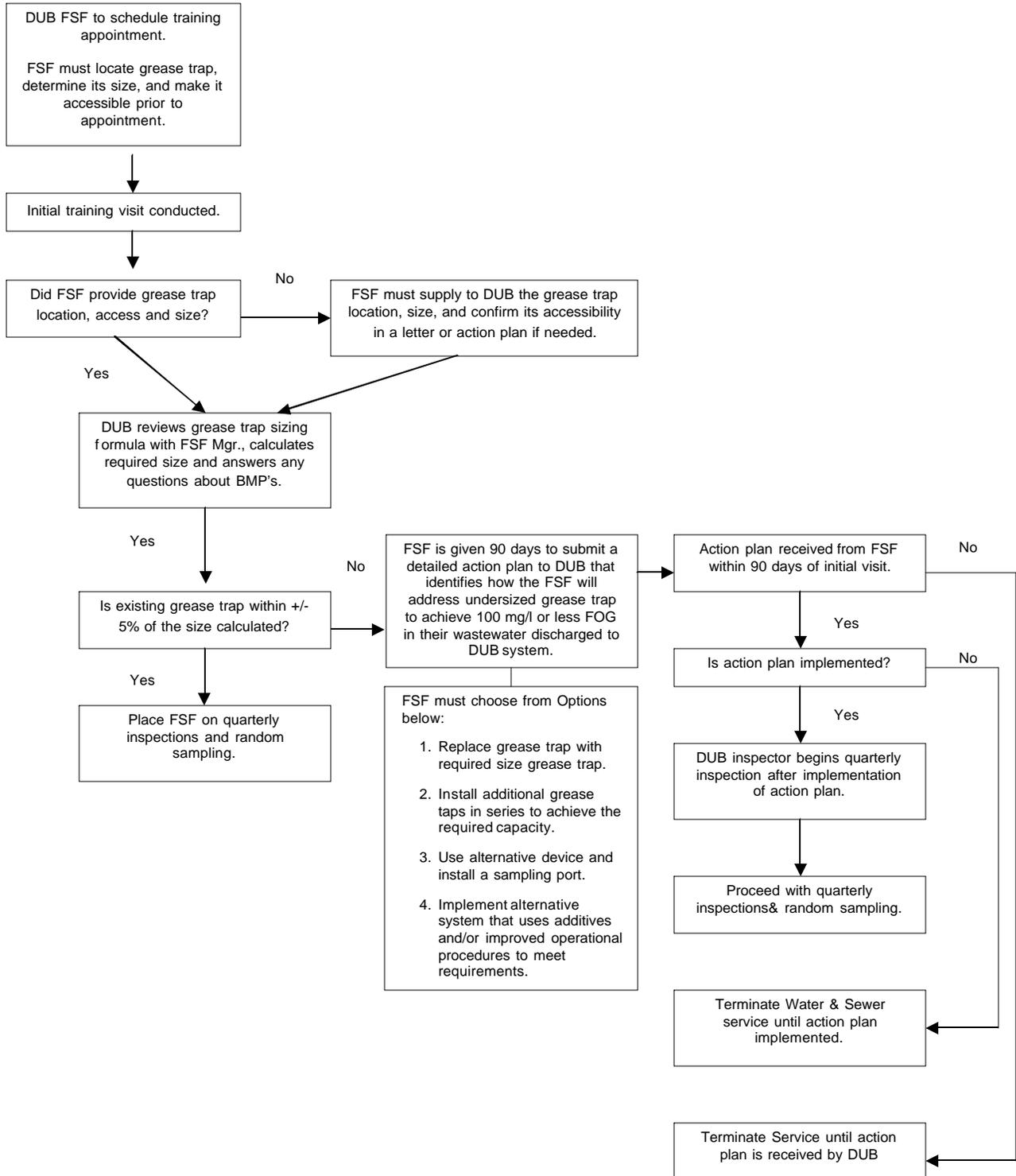
HELPFUL HINTS FOR REDUCING GREASE IN YOUR DISCAHRGE ARE IN THE BEST MANAGEMENT PRACTICES (BMP) SECTION OF THIS MANUAL

FLOW CHARTS

The following flow charts illustrate how the Grease control Program is implemented. The following is an overview of the four flow charts.

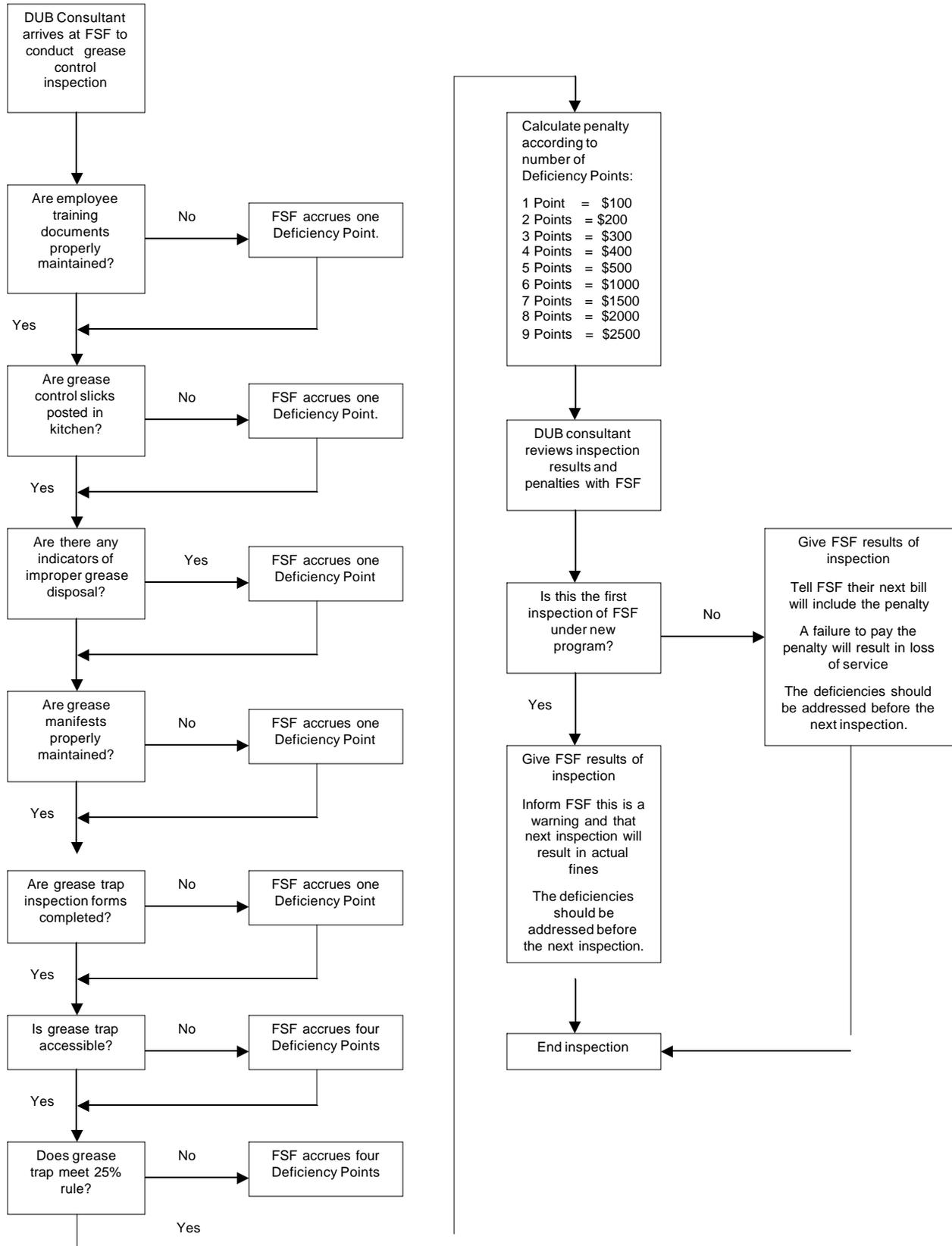
- **FSF Grease Control Action Plan** – this flow chart identifies the requirement to provide an action plan to DUB if the existing grease trap is undersized.
- **Grease Control Inspection for FSF with Grease Trap(s)** – this flow chart indicates what inspectors will be checking when they visit a FSF with a grease trap(s).
- **Grease control Inspection for FSF with Alternative Device** – this flow chart indicates what inspectors will be visually checking when they visit a FSF that is using an alternative to a properly sized grease trap for grease removal.
- **Determination of Compliance through Sampling** – this flow chart identifies the water quality sampling portion for FSFs choosing option 3 or 4 to prove compliance.

GREASE CONTROL PROGRAM Action Plan

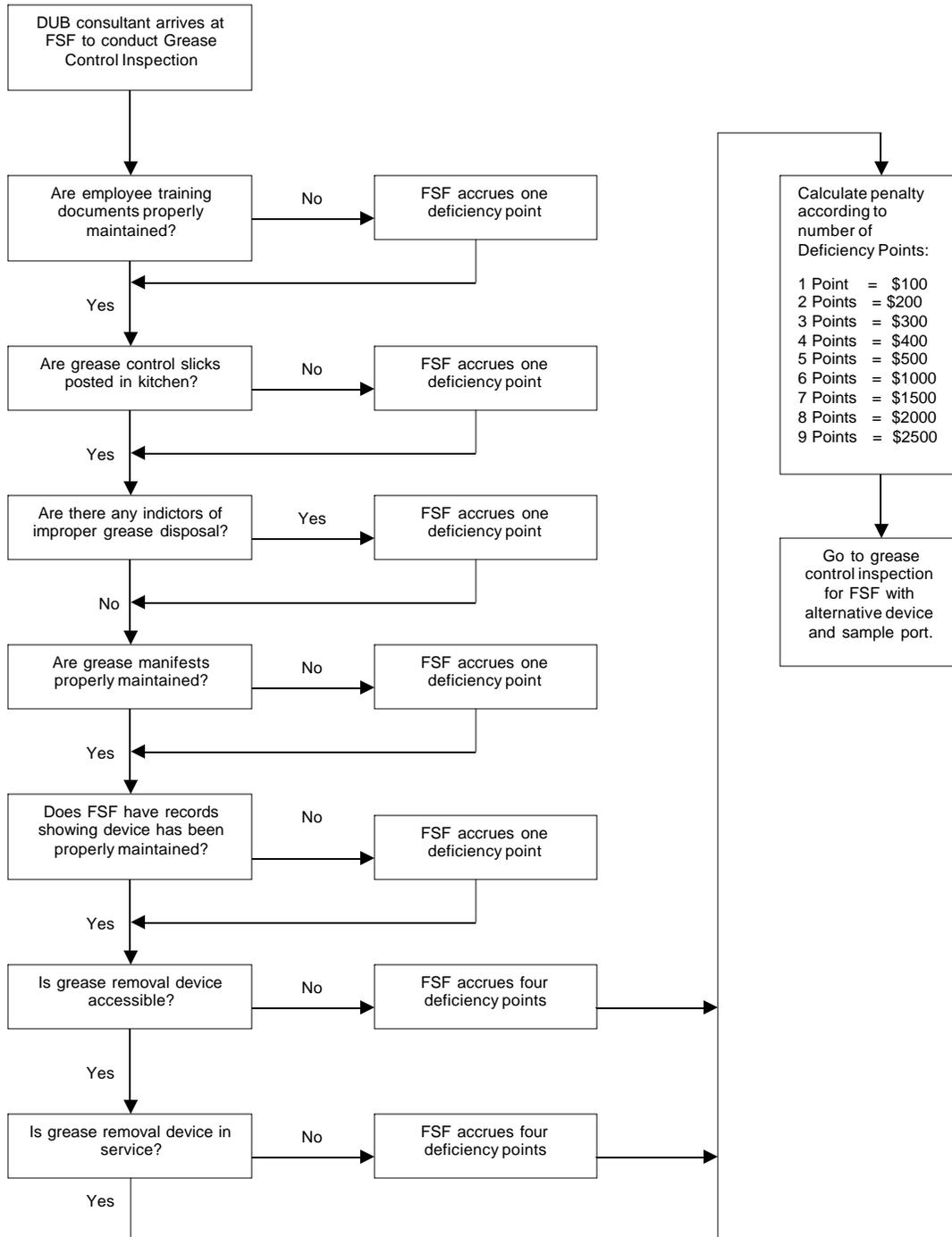


GREASE CONTROL PROGRAM

Grease Control Inspection for FSF with Grease Trap(s)

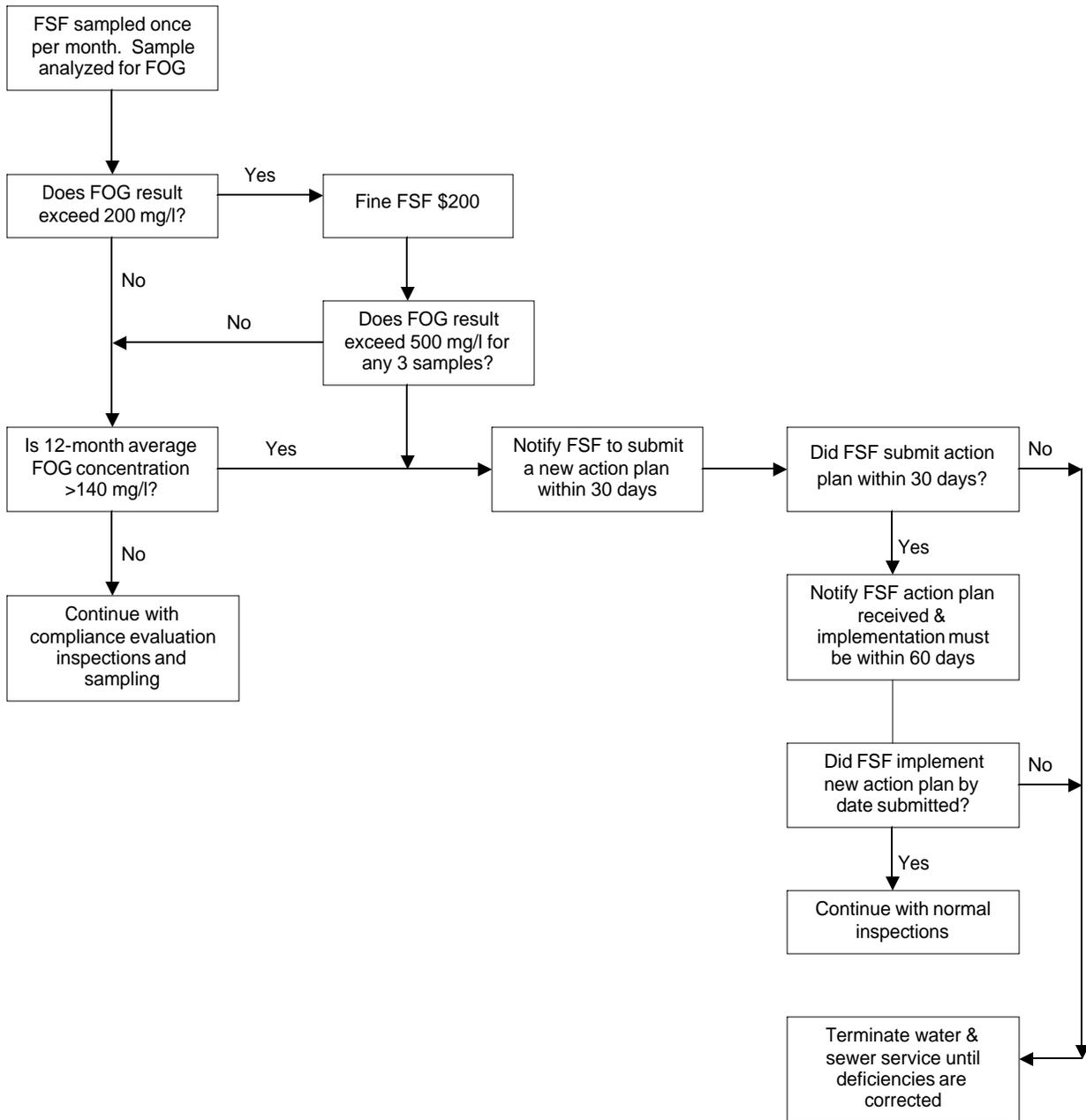


GREASE CONTROL PROGRAM Grease Control Inspection For FSF With Alternative Device



GREASE CONTROL PROGRAM

Determination of Compliance through Sampling



EXPLANATION OF OPTIONS

If DUB determines at the initial training visit that the existing grease trap has less capacity than is required, the Food Service Facility (FSF) has NINETY (90) days to submit a details “Action Plan” to DUB that identifies how the FSF will address the undersized grease trap. The FSF shall clearly identify which option it is choosing in the action plan. FSFs with the correct size as determined by DUB at the initial training visit do not need to submit an action plan but should inform DUB of the location of the sampling port.

Option 1:

Install a grease trap of proper size as determined at the initial training visit and install a sampling port. The action plan shall identify the existing grease trap size, the proposed grease trap size, and the date by which the new trap will be in service (see action plan form). DUB will either approve the implementation date or request a revised date. Upon approval, facility is subject to quarterly inspections and random sampling.

Option 2:

Install an additional grease trap(s) in series with the existing grease trap to attain the required capacity determined at the initial training visit and install a sampling port. The action plan shall include the existing grease trap size, the proper sized grease trap size, and the date the new grease trap(s) will be operational (see action plan form). DUB will either approve the implementation date or request a revised date. Upon approval, facility is subject to quarterly inspections and random sampling.

Option 3:

Install an alternative grease removal device. The alternative device can be a stand alone device or a combination of a grease trap and an alternative device. The following items must be included in the action plan: (1) cut-sheets from the manufacturer identifying the specific make and model of device being installed; (2) a sketch or drawing showing the waste plumbing for the FSF and the location at which the sample port will be placed; (3) a letter stating that the device is approved by the City of Daphne Plumbing Department. Since selecting this option also requires DUB to sample the FSF for 12 months in order to determine the effectiveness of the device/system, the FSF shall install a sampling port (see action plan form) so that DUB can collect samples. All devices must have a sampling port and be accessible for inspection by DUB. FSF must keep records of maintaining the alternative device.

Option 4:

To use improved operational procedures and/or chemical or biological additives (include manufacturer literature with action plan); to meet the 100 mg/1 limit set for FOG concentration in their discharge. Since selecting this option also requires DUB to sample the FSF for 12 months in order to determine the effectiveness of the device/system, the FSF shall install a sampling port (see action plan form) so that DUB can collect samples.

KEY ACTION ITEMS

- If DUB does not receive the facility's action plan within 90 days of the initial training visit or did not implement the plan by the date approved. DUB is obligated to discontinue water and sewer service. If the facility was unable to establish whether the existing grease trap is adequate at the time of the initial training appointment, the FSF must submit an Action Plan that identifies the size of the existing grease trap and the completed calculations to show that it is adequate.
- All FSFs are required to provide a sample port to allow DUB to collect random samples as required. Inspections of facilities with the proper grease trap sizes may begin one month after the initial training visit is completed with DUB and it is determined that the grease trap is adequate.
- Sampling for FSFs choosing Option 1, 2 or 3 will not begin until after the implementation date of the new devices for controlling grease. Sampling for FSFs choosing Option 4 may begin within 30 days after the initial training visit is completed.
- If any sample result exceeds 200mg/l, the FSF will receive a fine of \$ 200.
- If the results of any three (3) samples exceed 500mg/l or if the 12 month average of the sample results exceeds 140 mg/l. the FSF must submit a new action plan within 30 days of the request by DUB. This new action plan must identify how the FSF will alter its grease control devices to be more effective. The FSF must implement this new plan within 60 days of the date the action plan is submitted to DUB.
- Failure to pay any assessed penalties will result in a loss of water and sewer service.

FORMS

This is a summary of the forms that shall be on file at the Food Service Facility (FSF) when DUB inspects the facility. There are directions on the individual forms to aid FSF personnel in completing the forms. However, if there are any questions, please contact DUB.

1. DUB shall leave a copy of the ***Initial Training Checklist*** with the manager/owner at the end of the training visit. The FSF shall keep this copy on file as a record of the initial training date.
2. The ***Action Plan Form*** is to help FSF owners/managers with the action plans. The form contains the necessary information required to be in the action plan when submitted. FSF should fill in all blanks and attach a drawing and /or any other required information to the completed form when submitting it for approval.
3. The ***Training Development Form*** is to help the owners/managers develop a training program for their unique facility. It shall be completed by the owners/manager and kept on file at the FSF for its continued use in the training program and must be available during inspections.
4. The ***Training Tracking Form*** shall be completed and kept on file at the FSF. List everyone working at the facility on the tracking form. The dates on which training occur shall be entered on the form and the form shall be signed by the employee and the manager. This form may be compared to the payroll when the FSF is inspected.
5. The FSF shall complete the ***Grease Trap Inspection Checklist Form*** and keep it on file at the facility. It is a record of how often the trap is checked and the corresponding results. Information that will not change each time the trap is inspected can be entered on the form before copies are made to save employees time. (If the FSF is using an alternative device, the FSF shall create its own form and track the use and maintenance of the alternative device. Use and maintenance of the device shall be compliant with the manufacturer's recommendation. A copy of those recommendations shall be provided to DUB.)
6. When the grease trap pumping is finished, the facility shall complete the top portion of the ***Grease Disposal Manifest*** and give it to the grease hauler along with a self-addressed stamped envelope (SASE). The grease hauler transports the grease to the grease disposal site and completes the grease hauler portion of the Manifest. The grease hauler then gets the disposer to complete its portion of the Manifest. The grease disposer then mails the fully completed Manifest to the FSF for its files. The FSF is responsible for ensuring that the Manifest is completed and returned to the FSF.
7. DUB shall complete the ***Facility Inspection Checklist*** during the quarterly inspection. It gives the FSF and DUB an indication of how well the FSF's grease control measures are working to exclude grease from entering the DUB system. FSF shall keep a copy of the completed checklist on site to provide a record of their compliance and/or the areas that may need improvement.



GREASE CONTROL PROGRAM INITIAL TRAINING CHECKLIST

Today's Date: _____

Facility's Name: _____

Physical Address: _____

General Manager: _____

Telephone Number: (____) _____ Fax Number: (____) _____

Forms Checklist

Check all forms that the FSF representative was trained to fill out.

- 1. Training Development Form?
- 2. Training Tracking Form?
- 3. Grease Trap Inspection Checklist Form?
- 4. Grease Trap Inspection (25% Rule) Form?
- 5. Grease Hauler Manifest Form?
- 6. Facility Inspection Checklist?

Best Management Practices

Yes	No	Comments:
<input type="checkbox"/>	<input type="checkbox"/>	Reminder Notices delivered? _____
<input type="checkbox"/>	<input type="checkbox"/>	Proper procedure for grease trap inspection demonstrated? _____
<input type="checkbox"/>	<input type="checkbox"/>	If checked, are grease trap(s) in compliance with 25% rule? _____

Grease Trap Information

Number of existing grease trap(s): _____ Total capacity of trap(s): _____

Size of each existing grease trap(s): _____ gallons

How was the size determined for existing grease trap(s)? _____

Required grease trap size is: _____ gallons (worksheet on next page)

Is the FSF required to revise their grease trap? Yes No

If yes, submit Action Plan to DUB within ninety (90) calendar days.

DUB MUST RECEIVE THE ACTION PLAN NO LATER THAN _____.

Facility Representative & Title

DUB Inspector

Remove facility from grease control program once training is completed. Yes _____
DUB Inspector's Initials

Required Grease Trap Size Calculation

What is the total number of customer seats?* _____ (D)*

Which of the following table turn over rates best describes the establishment type?

- | | |
|-------------------------------------|-------------|
| 1. Fast Food/Cafeteria (45 minutes) | <u>1.33</u> |
| 2. Restaurant (60 minutes) | <u>1.00</u> |
| 3. Leisure Dining (90 minutes) | <u>0.67</u> |
| 4. Dinner Club (120 minutes) | <u>0.50</u> |

Pick one and enter here. _____ (MF)

Choose 1, 2, or 3 for the facility.

- | | |
|--|----------|
| 1. Has dishwashing machine | <u>6</u> |
| 2. Does not have dishwashing machine | <u>5</u> |
| 3. Is single service kitchen | <u>2</u> |
| 4. Has garbage disposal (for food waste) | <u>1</u> |

Add choice 4 if 4 is applicable to facility. Enter total here. _____ (GL)

Is the facility

- | | |
|------------------------------|------------|
| 1. A Commercial Kitchen: | <u>2.5</u> |
| 2. A Single Service Kitchen? | <u>1.5</u> |

Pick one and enter here. _____ (RT)

How many hours per day is the facility operating?

- | | |
|---------------------------|------------|
| 1. 8 hours | <u>1.0</u> |
| 2. 12 hours | <u>1.5</u> |
| 3. 16 hours | <u>2.0</u> |
| 4. 24 hours | <u>3.0</u> |
| 5. Single Service kitchen | <u>1.5</u> |

Pick one and enter here. _____ (ST)

D* = _____

MF = _____

GL = _____

RT = _____

ST = _____

GT = _____ gallons

*If there are no customer seats (carryout facility) use 25 for the number of seats. Add 25 seats to facilities that have a drive-thru, unless they have no seats. If the facility is a school, daycare, church, hospital or nursing home the calculation is 3 gallons per meal at meal time based on maximum facility capacity. For example, if a school has a capacity (maximum enrollment plus staff) of 2000 they will need a 6000-gallon grease trap.

The formula for calculating the required grease trap size is: D x MF x GL x RT x ST = GT (gallons)

Example: A Dinner Club with 150 seats that uses a dishwashing machine and operates 8 hours a day has a required grease trap size of $150 \times .5 \times 6 \times 2.5 \times 1.0 = 1125$ gallons.

NOTES:

- The minimum grease trap size required is the size as determined by the above formula. If this size (as determined by the formula) is less than 500 gallons, then the grease trap size shall be 500 gallons.
- Urban Development: Code Administration (251)208-7198.
www.CityofDaphne.org/html/timesaver/pdf/plumbingcode2000.pdf is the website address to view the City's ordinances pertaining to the plumbing code. The code is also available at the Daphne Public Library



**GREASE CONTROL PROGRAM
ACTION PLAN**

Date: _____

Facility's Name: _____

Owner or General Manager: _____

Physical Address (plus city, state, zip): _____

Mailing Address (plus city, state, zip): _____

Phone Number: (_____) _____ **Fax Number:** (_____) _____

Current Grease Trap Size: _____ gallons

Required Grease Trap Size: _____ gallons

Check Option Chosen for this Action Plan:

- Option 1** – Replace existing grease trap with new trap of required size.
- Option 2** – Add additional capacity by installing more grease trap(s) in series to meet required size. Attach diagram showing layout of proposed trap(s) and size(s).
- Option 3** – Install an alternate grease device.
- Option 4** – Use improved operational procedures and/or chemical or biological additives.

Attach the following information to this completed form:

- Drawing of facility, plumbing including location of sampling port (**All Options**).
- Dosing schedule and manufacturer literature (**if you chose Option 4**).
- Cut sheets from manufacturer and letter stating that the device is approved by the City of Daphne Plumbing Department (**if you choose Option 3**).

Implementation Date: _____

Authorized Facility Representative

Position/Title

Print Name of Signature Above



**GREASE CONTROL PROGRAM
TRAINING DEVELOPMENT FORM**

The purpose of this form is to guide you, the owners and managers of Food Service Facilities (FSFs), through the development of a training program specifically designed for *your* unique facility. Your staff needs to understand how the equipment and operational procedures in your FSF affect the sanitary sewer lines. When you realize which practices are allowing excessive FOG to be discharged to the sanitary sewer system, you can replace them with Best Management Practices (BMPs) to prevent such discharges. This form contains a few questions and reminders to help you develop a successful training program. The training video may help you answer some of the questions.

To be completed by Owner or Manager*

Your Name/Title: _____

Facility Name: _____

Facility Address: _____

1. What are the sources of Fat, Oil, and Grease (FOG) in your facility?

Examples: fryer grease, dish soap, butter, milk, and other dairy products.

2. What devices discharge to the public sanitary sewer system?

Examples: pre-rinse station, sink, dishwashing machine, toilet, and floor drain.

3. How can your employees prevent fats, oils, and grease (items in #1) from getting into the sewer system?

BMP examples are: (1) use detergent instead of dish soaps; (2) before washing dishes and cookware, scrape food and residue into a trash can; (3) use paper towels to absorb spilled oils and dispose in trash can instead of washing down the drain, etc.

* Keep this form on file as an outline for the Food Service Facility and as part of the inspection.

REMINDERS

- Make sure that everyone working in the facility sees the FOG training video
- Go over your answers to previous questions (1-3) with your employees
- Place signs in the workplace to remind employees of the grease problem
- Train selected responsible employees to check the grease trap
- Train selected employees on how to complete the grease trap inspection form
- Pump the grease trap before the grease and solids layers combined reach 25% of the depth of the trap
- Train selected employees on how to complete the grease manifest form
- Be consistent in your training by training each new employee and adding him/her to the *Training Tracking Form*
- Review the *Training Tracking Form* periodically to check renewals
- Remain current with forms
- Observe employees and correct Grease Control deficiencies as needed

GREASE TRAP INSPECTION (25% RULE)

The purpose of this Standard Operating Procedure (SOP) is to ensure that inspections of grease traps are uniformly completed and documented. Grease trap maintenance is critical to the trap's performance. All food service facilities (FSFs) must regularly inspect and maintain their grease trap. Documenting the results of grease trap inspections will help the facility determine when grease trap maintenance is necessary. This procedure shall be followed every time a grease trap is inspected.

Method: This SOP outlines the method to inspect a grease trap and to document the results. The method is performed using a clear plastic tube.

Required Tools and Equipment:

1. Facility specific equipment necessary to open grease trap(s)
2. Safety equipment if necessary to redirect vehicles (cones, etc.)
3. Measuring device (DipStick-Pro available through Environmental BioTec (850)438-5500 or (800)251-1026.
4. Cleaning materials (Earth Clean Technologies- John King 251-490-6266 or Kevin Jones 251-510-5984)

Preparation:

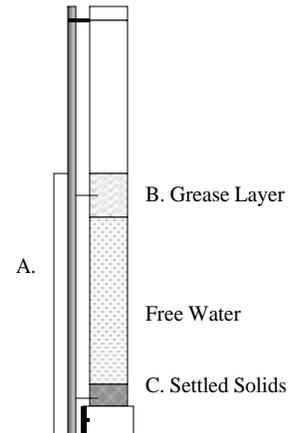
1. Place any necessary safety equipment around the grease trap to prevent pedestrian or vehicular accidents during inspection.
2. Locate and gain access to the grease trap.
3. Use appropriate tool to remove the grease trap lids (manhole covers).
4. Complete visual inspection of the condition of the grease trap and record information on *Grease Trap Inspection Form*.

Procedures for Checking Grease & Solids Accumulation in a Grease Trap

Procedure

1. Push the metal rod down so that the valve opens at the bottom of the plastic tube.
2. Slowly insert the tube into the grease trap until it touches the bottom of the tank.
3. Pull up on the metal rod to close the valve and pull the tube out.
4. Measure the total height of the fluid (A), the grease layer (B), and the settled solids (C).
5. Record all measurements on the *Grease Trap Inspection Form*.
6. Release contents back into grease trap by pushing down on metal rod.
7. Complete remaining calculations as required on the *Grease Trap Inspection Checklist*.

Clear Plastic Tube
Device Method



I certify that I have read this SOP and understand the procedure for checking the grease trap.

Manager/Owner Signature



Daphne Utilities

**GREASE CONTROL PROGRAM
GREASE TRAP INSPECTION CHECKLIST**

The purpose of this standardized checklist is to offer the Food Service Facility (FSF) and inspectors a general format to follow during inspections. Inspect all grease traps and list on this form. Fill this form out during initial training visit.

Facility Name/Address: _____

Telephone number: (____) _____

Tank Number: _____

Describe Tank Location: _____

Comments: _____

Size of Tank: _____ gallons How was the size determined? _____

Dimensions: _____ ft deep, _____ ft wide, _____ ft long, or _____ diameter (if round)

Baffle? No Yes If yes, are all compartments accessible for cleaning? No Yes

Inlet pipe: Visible? Yes No Depth: _____ ft. Condition: _____

Outlet pipe: Visible? Yes No Depth: _____ ft. Condition: _____

*Outlet Standpipe length: _____ inches

Facility Representative

Date Inspected

Tank Number: _____

Describe Tank Location: _____

Comments: _____

Size of Tank: _____ gallons How was the size determined? _____

Dimensions: _____ ft deep, _____ ft wide, _____ ft long, or _____ diameter (if round)

Baffle? No Yes If yes, are all compartments accessible for cleaning? No Yes

Inlet pipe: Visible? Yes No Depth: _____ ft. Condition: _____

Outlet pipe: Visible? Yes No Depth: _____ ft. Condition: _____

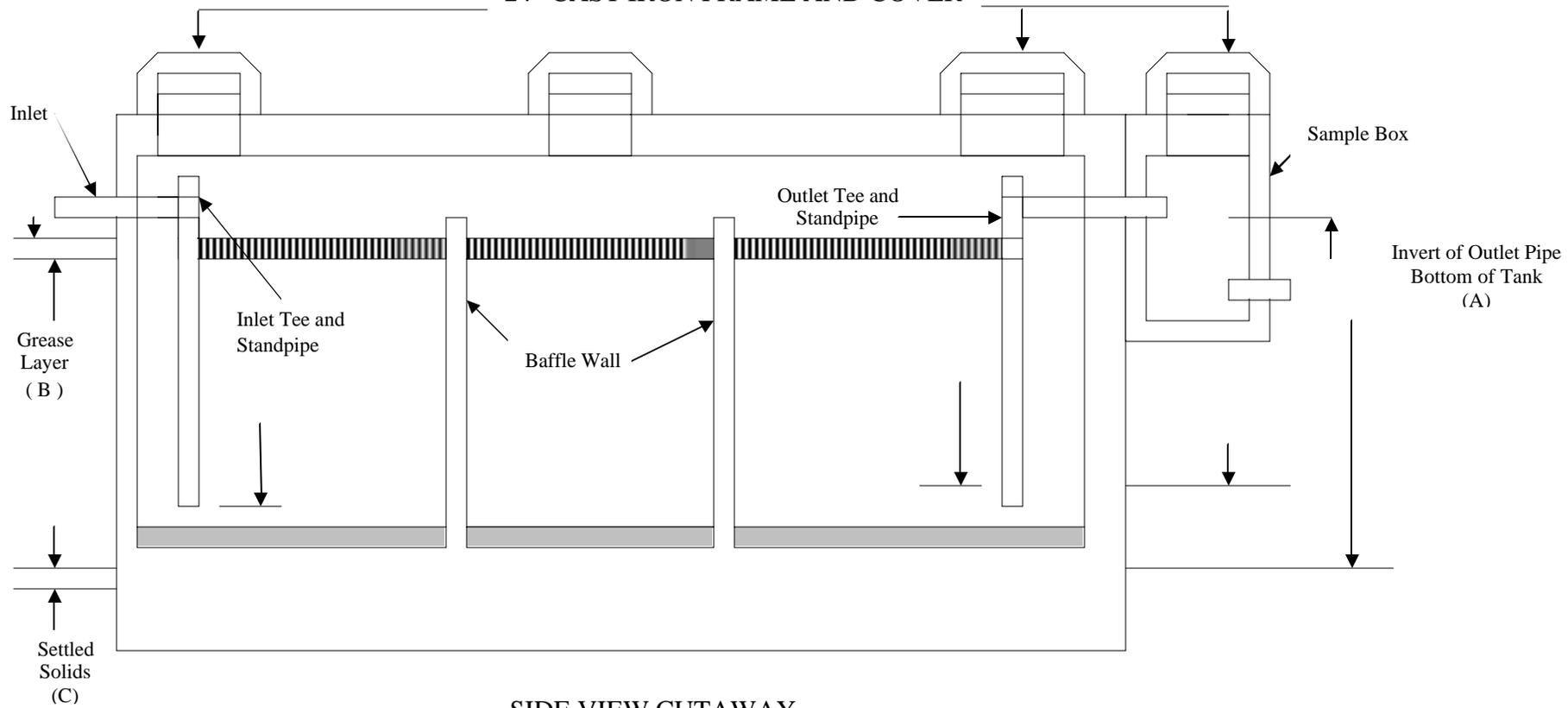
*Outlet Standpipe length: _____ inches

Facility Representative

Date Inspected

TYPICAL GREASE CONTROL TRAP

24 "CAST IRON FRAME AND COVER



SIDE VIEW CUTAWAY

Drawing not to Scale
Not for Construction

INSTRUCTIONS FOR FILLING OUT GREASE HAULER MANIFEST FORM

The purpose of this form is to track the grease that is removed from a Food Service Facility (FSF). It is a standard form that helps the facility representative owner/manager record the volume of grease pumped and removed from their facility. It also helps to ensure that the grease is hauled to a proper location for disposal.

INSTRUCTIONS TO FSF REPRESENTATIVE: An authorized representative for the FSF shall fill out all information requested in the top box of the form. The business address shall be the physical address and not a post office box. The FSF representative shall sign and date the form when the waste is removed, certifying that the waste being removed contains no hazardous material.**

INSTRUCTIONS TO TRANSPORTER: The driver of the service vehicle is considered an authorized representative for the transporting company. The driver shall fill in requested information regarding the transporter in the second box of the manifest and shall complete the certification regarding the nature of the waste removed. The address shall be the mailing address of the transporting company. The driver shall maintain possession of the manifest until the waste is discharged at a qualified disposal site. The transporter shall then give the form to the disposal site representative to complete.

INSTRUCTIONS TO DISPOSER: An authorized representative for the disposal facility shall fill in requested information in the bottom box of the manifest. The address shall be the mailing address of the disposal facility. The waste disposal site shall be the physical location of the disposal facility. Some examples of the waste disposal methods are landfill burial and wastewater treatment plant. The waste disposal method shall not be detailed. The disposing facility representative shall complete the certification and return the original manifest to the FSF listed in the first box of the form.

****The food service facility (FSF) shall keep a copy of this manifest after the transporter has accepted the waste. The FSF shall also provide a self-addressed, stamped envelope (S.A.S.E.) with the original form to ensure its return. After the waste is delivered to the disposal site, the bottom portion must be completed and the original manifest returned to the FSF in the S.A.S.E. It is the FSF's responsibility to track the manifest and to maintain the original completed manifest at the food service facility, to be made available at inspection.**

GREASE HAULER MANIFEST FORM

MUST BE COMPLETED BY QUALIFIED FSF REPRESENTATIVE

Business Name: _____

Address: _____ City: _____ Telephone: _____

Waste removed from : Grease Trap Grit Trap Septic Tank

Other (Specify) _____

Waste Tank or Trap Capacity: _____ gallons

I CERTIFY THAT THE WASTE MATERIAL REMOVED FROM THE ABOVE PREMISES CONTAINS NO HAZARDOUS MATERIALS.

FSF Representative Name: _____

(Print)

Date and Time Serviced

FSF Representative Signature

TRANSPORTER INFORMATION (MUST BE COMPLETED BY TRANSPORTER)

Business Name: _____

Address: _____ City: _____ Telephone: _____

Waste removed from : Grease Trap Grit Trap Septic Tank

Other (Specify) _____

Vehicle Tag Number: _____

Vehicle Capacity: _____ Gallons Gallons Removed: _____

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS CORRECT. I AM AWARE THAT FALSIFICATION OF THIS TRIP TICKET MAY RESULT IN ENFORCEMENT ACTION BY THE CITY OF DAPHNE.

Driver's Name: _____

(Print)

Alabama Driver's License No.

Date and Time Waste Accepted

Driver's Signature

DISPOSAL INFORMATION (MUST BE COMPLETED BY DISPOSER)

Business Name: _____

Address: _____ City: _____ Telephone: _____

Waste Disposal Site: _____

Waste Disposal Method (Describe): _____

Facility Permit Number: _____

I CERTIFY THAT THE DISPOSAL FACILITY USED IS AUTHORIZED TO ACCEPT THE ABOVE SPECIFIED WASTE AND THAT I HAVE DISPOSED OF THE WASTE IN ACCORDANCE WITH THE REQUIREMENTS OUTLINED IN THAT AUTHORIZATION AND IN ACCORDANCE WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND REGULATIONS.

Site Operator Name: _____

(Print)

Date and Time Waste Received

Site Operator's Signature



GREASE CONTROL PROGRAM FACILITY INSPECTION CHECKLIST

Inspection Date & Time: _____	PTID: _____	Facility Name: _____
Manager Name: _____		Facility representative & position (if not Manager) _____
Physical Address: _____ _____ _____		
Telephone Number: _____		
Checklist: Answer the following questions and write penalty value in space provided. If there is no penalty then put a zero (0) in the blank space.		
1. <i>Training Development</i> and <i>Training Tracking</i> forms complete? (if no, 1 pt) _____		
2. Are grease control slicks posted in the kitchen? (if no, 1 pt) _____		
3. Is there any indication of improper grease disposal? (if yes, 1 pt) _____		
4. Are <i>Grease Hauler Manifests</i> complete? (If no, 1 pt) _____		
Answer for FSF with Grease Trap		Answer for FSF with Alternative Grease Removal Systems
5. Are Grease Trap Inspection forms complete? (if no, 1 pt)		5. Is there evidence that the device has been maintained? (if no, 1 pt)
6. Is the grease trap accessible? (if no, 4 pts)		6. Is the grease removal device accessible? (if no, 4 pts)
7. Does the grease trap meet the 25% Rule? (if no, 4 pts)		7. Is the grease removal device in service? (if no, 4 pts)
Total penalty points FSF with Grease Trap (add points shown in questions 1 thru 7)		Total penalty points FSF with Alternative Grease Removal Systems (add points shown in questions 1 thru 7)
Fine for Noncompliance: \$ _____ (PENALTY WILL APPEAR ON YOUR WATER BILL)		
Comments: _____ _____ _____		

Facility Representative

DUB Inspector

Discharge Sample taken? <input type="checkbox"/> Yes <input type="checkbox"/> No	If no, reason: _____
Sample Date & Time: _____	Lab Sample ID#: _____
Sampling port condition: _____ _____	

BEST MANAGEMENT PRACTICES

Grease Control Best Management Practices (BMPs) are practices that will reduce the amount of fats, oils, and grease (FOG), which enter the sewer system from your food service facility.

The following pages give examples of BMPs that will reduce the amount of grease entering the sewer system from your food service facility. It also gives examples of harmful practices that you should avoid because they increase the amount of grease entering the sewer system.

High oil and grease concentrations can be lowered by minimizing the amount of food being discharged down all drains (including those attached to two or three compartment sinks and automatic dishwashers). The least expensive alternative that can be used in reducing grease in the sewer is improved kitchen management practices.

- NEVER empty waste from a deep fryer into a floor drain.
- Scrape or wipe fat, oil, grease, and other food residue from cookware, utensils, etc. before washing or placing in dishwashing machine.
- Use paper towels to wipe down work areas
- Use food grade paper to soak up oil and grease under fryer baskets
- Use kitty litter to absorb spills - sweep and dispose in trash
- Collect and empty grill scrapings and fryer vat grease in grease recycling container
- Do not put food or liquid food, including dairy products, milk shake syrups, batters and gravy down the drain
- Empty grease containers before they are completely full to avoid spilling
- Use detergents, not soaps (soap contains oil)
- Use strainers designed for the sinks in your facility to capture as much of the solid material as possible
- Use garbage grinders as sparingly as possible. Food particles that can pass through the grinder may be trapped in the grease trap, and will require expensive maintenance. Those that do not get trapped will pass through to the sewer collection system, where they may cause a blockage, and/or may result in fees assessed to your facility.

Following these simple guidelines along with having a correctly sized and properly functioning grease trap will reduce the amount of FOG discharged to the sewer system.

**If you are not sure about a practice ask your manager
or call Daphne Utility Board at 251-625-2301 ext 209**

Please feel free to copy this information to distribute or post.

Grease Prevention Tips for Everyone

- ☺ Scrape excess food into garbage can instead of using a garbage disposal.
- ☺ Wipe out pans with a paper towel before washing them to remove all the grease you can.
- ☺ Collect cooking grease in a used glass jar and discard into the garbage.

- ☹ Don't pour cooking grease, bacon grease, butter, or any other melted grease down the sink drain, even if you use hot water.
- ☹ Don't use chemicals to remove grease clogs. Chemicals damage the piping system and move the problem. It doesn't go away.

***Healthy, FAT FREE sewers can do the
job they are designed to do!***

Do your part to keep them clean.

DON'T TRASH YOUR SEWERS!

✓ DO:

- Put all solid and liquid food, including dairy products, milk shake syrups, batters and gravy into trash or recycling bin.
- Scrape food from plates and utensils into trash or recycling bin before washing or placing in dishwasher.
- Always use sink basket strainers to collect food waste.
- Collect and empty grill scrapings & fryer vat grease in grease recycling container.
- Clean grease trap regularly (ask manager).
- Follow proper grease trap cleaning procedures (ask manager).

☐ DON'T:

- Never put food or liquid food down the sink.
- Never pour grease into the sink.
- Never use sink when cleaning grease trap.
- Never pour sanitary sewage or kitchen waste down your outside storm sewer.

**DON'T KNOW? STOP!
ASK MANAGER**

CHOOSING A GREASE HAULER

When selecting a grease hauler to pump and transport the grease from your grease trap, be aware that services can vary. Services should include at minimum:

- Complete removal of grease trap contents, rather than skimming just the top grease layer
- Thorough cleaning of the grease trap to remove grease and scum from inner walls and baffles
- Disposal at an approved location
- Properly maintaining Grease Disposal Manifest

If the FSF does not receive the Grease Disposal Manifest back from the disposal facility, the FSF should consider switching to another pumper/hauler. Lack of Grease Manifests at the time of inspection results in penalty fines for the FSF.

RECYCLABLE GREASE

Waste grease from fryers is recyclable and can be used in making soap, animal feed, biodiesel fuel, etc. Grease from a grease trap may **not** be used in this way. All Food Service Facilities should have waste grease containers to store recyclable oil and grease. The containers should have proper lids to keep rainwater out if they are stored outside. There are renderers in the local area that service facilities by picking up the oil and grease and hauling it to their processing plant. The more grease that you recycle the less grease there is to be pumped from the grease trap.

As of 2003, renderers listed in the BellSouth Yellow Pages and Best Talk phone books are:

Alabama Renderers Inc. also known as Birmingham Hide & Tallow
251-964-5069

Griffin Industries
251-633-8379