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	STANDARD: **HACCP FDA Food Code & NFPA 96**	AUDIT FREQUENCY: **Weekly**

Hotel Kitchen Grease Trap Maintenance Log Inspection Checklist

Operational Scope: This checklist standardizes the weekly evaluation of hotel kitchen grease interceptors to prevent sanitary sewer blockages, environmental contamination, and fire hazards. Compliance is mandatory to satisfy local municipal plumbing codes and hospitality health regulations.

MANDATORY PPE:	Heavy-Duty Chemical-Resistant Nitrile Gloves, ANSI Z87.1 Safety Glasses with Side Shields, Waterproof Non-Slip Safety Boots (ASTM F2413), Chemical-Resistant Waterproof Apron, N95 Particulate Respirator (for odor/vapor control)
PREREQUISITES:	Verify all upstream commercial kitchen equipment is powered down and locked out (LOTO) prior to opening interceptor access covers. | Ensure adequate mechanical ventilation in the scullery and grease trap holding area to mitigate hazardous sewer gases.

STRUCTURAL INTEGRITY AND ACCESS COVERS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Access Manhole Covers & Gaskets**	Covers are securely seated, structurally sound, and rubber gaskets are intact to prevent foul odor leakage and pest infiltration.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Bolts, Lugs, and Fasteners**	All fastening hardware is present, uncorroded, and properly tightened to withstand internal hydraulic pressure.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Internal Baffle Walls**	Baffles are securely mounted in place, free of structural cracks, and not bypassed by debris or heavy sediment accumulation.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

FOG (FATS, OILS, AND GREASE) MEASUREMENT & EFFLUENT FLOW

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Surface FOG Layer Depth**	Measured floating FOG layer does not exceed 25% of the total operating liquid depth of the interceptor unit.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**Benthic Sludge Sediment Level**	Bottom solid food waste and sediment accumulation does not exceed 4 inches or operational manufacturing specifications.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Outlet TEE & Flow Control Fitting**	Outlet sanitary tee is completely clear of blockages, allowing unobstructed, free-flowing effluent discharge to the municipal sewer.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

SANITATION, DOCUMENTATION, AND HAULER COMPLIANCE

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
7	**External Environment & Odor Control**	Area surrounding the trap is free of localized pooling, spills, slip hazards, and excessive vector attraction.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
8	**Pumping Service Manifest Log**	Previous grease hauling disposal manifests are signed, dated, filed on-site, and match municipal tracking requirements.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Inspector / Lead Facilities Technician Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Chief Engineer / Food & Beverage Operations Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

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