

F.O.G. Control & Pretreatment Program -Facility Inspection & Compliance Checklist-

Inspector: <input style="width: 90%;" type="text"/>	Establishment: <input style="width: 90%;" type="text"/>
Signature: <input style="width: 90%;" type="text"/>	Address: <input style="width: 90%;" type="text"/>
Email: <input style="width: 90%;" type="text"/>	Email: <input style="width: 90%;" type="text"/>
Date: <input style="width: 90%;" type="text"/>	Contact Name: <input style="width: 90%;" type="text"/>
Previous Inspection: <input style="width: 90%;" type="text"/>	Signature: <input style="width: 90%;" type="text"/>

Item Number	Item Description	Field Data (where appropriate)	Compliance Status*
1.	The establishment complies with proper BMPs.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
2.	The establishment recycles waste cooking oil, and can provide records (Where applicable).	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
3.	The water temperatures at all sinks are less than 140F. (Measure and record)	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
4.	Food waste is disposed of by solid waste removal.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
5.	Sinks and floor drains are properly protected with screens/grates and show no signs of F.O.G. buildup.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
6.	Grease trap(s) or interceptor is cleaned regularly. (Note and record frequency)	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
7.	Cleaning frequency is properly documented on a maintenance log.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
8.	Contents of device do not exceed 25% rule. (Estimate or measure and record)	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
9.	Structural integrity of device and connections is upheld. (Lid seals w/o caulk)	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
10.	Storm drains, ditches, and retention ponds show no signs of F.O.G discharge.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
11.	Outdoor grease and oil storage containers show no signs of overflow.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
12.	Downstream sanitary sewers show no signs of excessive F.O.G. discharge.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
13	Submit all necessary paperwork and documents to comply with the City's F.O.G. program.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>

Notes	

* An entry for compliance status should be made for each item using the following codes:

- “C” – Compliance with the item
- “V” – Violation of the item (provide explanation in the notes)
- “NA” – Not applicable (provide explanation in the notes)
- “NC” – Not checked (provide explanation in the notes)

Violations	1 st Occurrence	2 nd Occurrence	3 rd Occurrence
Inspection Hindrance	Tier I	Tier II	Tier III
Incomplete Records	Tier I	Tier II	Tier III
Violation of Proper BMP Activities	Tier II	Tier III	Tier IV
Failure to Clean Trap or Interceptor	Tier III	Tier IV	Tier V
Evidence of Illicit Discharge	Tier IV	Tier V	Tier VI
Source of Sewer Stoppage	Tier V	Tier VI	
Stoppage Resulting in SSO	Tier VI		

Levels	Enforcement Actions
Tier I	Notice of Deficiency / Notice to Correct – No Civil Penalty Assessed
Tier II*	Notice of Violation – Civil Penalty of \$50 in addition to Re-Inspection Fee
Tier III*	Notice of Violation – Civil Penalty of \$100 in addition to Re-Inspection Fee
Tier IV*	Notice of Violation – Civil Penalty of \$250 in addition to Re-Inspection Fee
Tier V*	Notice of Violation – Civil Penalty of \$500 in addition to Re-Inspection Fee
Tier VI*	Notice of Violation – Civil Penalty of \$1000 in addition to Reimbursement Costs

***Please note: Re-inspection Fees and Reimbursement Costs are considered in addition to these penalties. Reimbursement Costs are developed on a case-by-case basis.**