



# Pagosa Fire Protection District



## Kitchen Hood Cleaning Requirements

### **ANSI/IFCA C10:**

1. Grease filters should be inspected to determine compliance with NFPA 96 (4.3)
2. Ensure exhaust fan is operable before cleaning (4.4)
3. Inspection of belts and drives – motor compartment opened and belts/drives inspected (4.4.1.2-4.4.1.3.1)  
Locked out/tagged out prior to cleaning
4. All electrical switches. Gas burners and exhaust fan shall be locked out/tagged out prior to cleaning (5.1)
5. All areas, where applicable, shall be cleaned to remove combustible contaminants (9.1.2.1)
6. A depth gauge comb in compliance with NFPA 96 shall be used to determine the need to clean. Scraped along the duct surface. (9.1.3)
7. Water washers, steam cleaning, chemical application, manual removal, or combination cleaning are acceptable methods of cleaning when deemed appropriate. (9.2-9.6)
8. When an access panel is removed for cleaning a service company label with company name and date of service shall be affixed near the access panel. (10.2.1)
9. When hood cleaning is conducted a label or tag containing the service provider, address, telephone number and date of service shall be affixed to the hood (11.1.)
10. Old tags shall be removed when affixing a new tag. (11.1.2)
11. Service reports shall include actual work performed, systems that were cleaned, including the following: (11.2)
  - a. Type of Fan(s)
  - b. Number of fan(s)
  - c. Location of fan(s)
  - d. Location of duct and access panels
  - e. List of known leakage locations
  - f. Fan switch location
12. Photos can be provided as well, but cannot be used in place of a final written report.
13. All reports should be provided to the customers and a copy sent to [kr robertson@pagosafire.com](mailto:kr robertson@pagosafire.com) for fire department reference.