

# PORTLAND FIRE & RESCUE

APRIL 3, 2020



## FIR 8.08 - CLEANING OF COMMERCIAL COOKING HOOD AND VENTILATION SYSTEMS

### I. SCOPE

- A. This policy is established December 17, 2003.
- B. The purpose of this policy is to establish guidelines for the cleaning of hoods, grease removal devices, fans, ducts, and exhausting grease laden vapors.
- C. This policy applies to all existing structures where Portland Fire & Rescue has authority.

### II. SPECIFIC

- A. References
  - 1. The 2016 Portland Fire Code (PFC)
  - 2. Oregon Revised Statutes
  - 3. City of Portland Title 31 (Fire Regulations)
  - 4. The National Fire Protection Association (NFPA) Standard 96 - 2011 Edition

### III. GUIDANCE

- A. Certificate of fitness
  - 1. Any person wishing to clean commercial cooking hood and ventilation systems, whether an outside contractor or business providing the service to themselves, shall first obtain a Certificate of Fitness as outlined in Title 31 Fire Regulations 31.20.110.
  - 2. Examinations for the Certificate of Fitness for Inspection and Cleaning of Commercial Hood and Ventilation Systems will be administered by the Fire Marshal's Office. Successful completion of the exam and payment of fees as required under FIR 12.01 Fire Regulations Fee Schedule and Title 31, shall result in the issuing of the Certificate of Fitness.
  - 3. Revocation of a Certificate of Fitness shall follow Title 31 specifications.
- B. Inspection and cleaning of grease exhaust systems
  - 1. Hoods, grease-removal devices, fans, ducts and other appurtenances shall be cleaned to bare metal at frequent intervals prior to surfaces becoming heavily contaminated with grease or oily sludge.
  - 2. Inspection frequency: A properly trained and certified person shall inspect exhaust

systems at least every 6 months. The frequency will be dependent upon the type of cooking equipment and the amount of use.

**Exception:** In situations where cooking is infrequent (lodge, church, etc.), the inspector may extend the inspection frequency to a maximum of two years.

3. Minimum cleaning frequency: Hoods, grease-removal devices, fans, ducts and other appurtenances shall be cleaned at intervals necessary to prevent the accumulation of grease.
  - a. Systems utilizing solid cooking fuels or wok cooking: every month.
  - b. Systems utilizing high-volume, fast food operations, 24-hour cooking, or char broiling: every 3 months.
  - c. Systems utilizing normal volumes of commercial cooking or baking: every 6 months.

**Note:** Frequency of cleaning will depend upon the amount of grease or residual deposits observed during an inspection. Unusually heavy grease accumulation may require more frequent cleaning.

**Exception:** In situations where cooking is infrequent (lodge, church, etc.), the inspector may extend the cleaning frequency to an 'as needed' basis.

4. Signage: Following inspection or cleaning, the person providing such service shall place or display within the kitchen area, a label indicating the date cleaned and the name of the servicing company (company # and individual's certification #). The label must also list areas not cleaned. It's recommended that the label is attached to the exterior of the hood in a visible location.
5. Reports: Reports associated with the inspection and/or cleaning of the hood and vent system including the schedule for cleaning, must be maintained on site by the business owner. These documents must be available to the Fire Marshal's Office upon request.

C. Inspection and Cleaning for Solid-Fuel Cooking

1. Solid-fuel cooking appliances shall be inspected, cleaned and maintained in accordance with procedures outlined in NFPA 96, Chapter 14, Solid Fuel Cooking Operations.



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