

## Hood, Duct, and Grease Fan Deep Cleaning Instructions

NFPA 96 and International Mechanical Code require hood, exhaust fan, and grease duct cleaning at regular intervals to prevent buildup of grease, creosote, and other contaminants in the hood plenum, duct, and fan systems. The frequency of cleaning varies based on cooking load. Refer to **Table 1** for schedule of inspection for grease buildup.

**Table 1 - NFPA 96 Inspection for Grease Buildup**

| Type or Volume of Cooking                          | Inspection Frequency |
|--|----------------------|
| Systems serving solid fuel cooking operations      | Monthly              |
| *Systems serving high-volume cooking operations    | Quarterly            |
| Systems serving moderate-volume cooking operations | Semiannually         |
| **Systems serving low-volume cooking operations    | Annually             |

\* High-volume cooking operations include 24-hour cooking, charbroiling, and wok cooking.

\*\* Low-volume cooking operations include churches, day camps, seasonal businesses, and senior centers.

When cleaning, to avoid potential damage to hood and fan controls, the following order of operations is suggested:

1. Ensure that all cooking equipment is off, and all hood, duct and fan systems are cool to the touch.
2. Turn off the Hood Control Panel breaker to avoid signals to enable the fan during washing.

**WARNING: If Hood Control Panel is left on, heated water on sensors in the hood may cause fans to activate**

3. Remove filters from hood. Soak filters in soak tank overnight if heavily soiled. Pressure washing filters may not remove all internal grease.
4. Turn off fans at fan disconnect switch. Hinge all fans back carefully to give access for proper cleaning.
5. Protect all surfaces from water and grease damage from the cleaning process. Use tarps and catch basins as applicable.
6. Proceed to wash the system. Start at the fans, then move down through each duct access door, and finish at the hood plenum. Do not use any caustic or chlorine-based chemicals, which may lead to corrosion of metal surfaces.

**WARNING: Do not pressure wash hood controls, fire systems, or electrical cabinets. The hood's external surfaces should be washed by hand with a washcloth, mild soap and water only.**

7. Reinstall all access doors. Hinge fans back to their bases. Install appropriate hardware to lock in place, and reinstall hood filters.
8. Turn on fan disconnect switches.
9. Turn on hood control panel breaker. **NOTE: This must be done after all fan disconnect switches are back in the on position.**
10. Ensure no error messages are shown on Hood Control HMI Screen.

**WARNING: System may require GAS reset and all pilot lights to be relit. Do not enable GAS without lighting all pilot lights.**

11. If any error messages are displayed on the HMI or additional support is needed, please contact Technical support at 866-784-6900 for troubleshooting help.