

**ST. JOHNS COUNTY FIRE RESCUE CHECKLIST FOR
EXHAUST SYSTEM FOR COMMERCIAL COOKING
EQUIPMENT
(Kitchen Hood and Duct)
FINAL**

All code references are to NFPA 96, 2001 edition, unless otherwise noted.

- 1) Pass _____ Fail _____ N/A _____
Exhaust Hood Permit and job copy of approved plans on site. *(Note to Inspector: The permit required is a “mechanical permit”, issued by the building department. In accordance with FS 553.79(2) the fire safety inspector shall also review and approve this permit. Although the exhaust hood may be shown on the general building permit, the mechanical permit is the approval document for the exhaust hood.)* (FS 553.79 (1)) (FBC 104.1.1)

- 2) Pass _____ Fail _____ N/A _____
A drawing of the exhaust system installation along with **a copy of operating instructions** for subassemblies and components used in the exhaust system, including electrical schematics, is present on the premises (to be kept on the premises for owner’s use). (96: 4.5)

- 3) Pass _____ Fail _____ N/A _____
All interior surfaces of the exhaust system are reasonably **accessible** for cleaning and inspection purposes. (96: 4.1.8)

- 4) Pass _____ Fail _____ N/A _____
Where enclosures are not required, hoods, grease removal devices, exhaust fans, and ducts shall have a **clearance from combustibles of at least 18 inches to combustibles, and 3 inches to limited combustibles and zero inches to non-combustibles.** (96: 4.2.1)

- 5) Pass _____ Fail _____ N/A _____
Hood and supports are constructed of not less than **18-gauge steel, or 20-gauge stainless steel.** Exhaust ducts shall be minimum 16 gauge steel or 18 gauge stainless. (96: 5.1.1)

- 6) Pass _____ Fail _____ N/A _____
Internal hood **joints, seams, filter support frames,** and appurtenances attached **inside the hood shall be sealed** or otherwise made grease tight. (May be sealed with “food grade” heat resistant caulking.) (96: 5.1.4)

- 7) Pass _____ Fail _____ N/A _____
Internal welds, if used, are formed or **ground smooth.** (96: 5.1.3) (96: 7.5.2.4)

- 8) Pass _____ Fail _____ N/A _____
Penetrations, if any, are **sealed by a listed device**. (Includes screws or other devices used to mount hardware or electrical equipment.) (96: 5.1.5)
- 9) Pass _____ Fail _____ N/A _____
Grease removal devices (filters) are listed, and mesh type filters are not used. (96: 6.1.1) (96: 6.1.3)
- 10) Pass _____ Fail _____ N/A _____
Distance between grease removal devices and cooking surface is as great as possible, and at least 18 inches. The distance is at least 48 inches for charcoal or char broilers. (96: 6.2.1.1) (96: 6.2.1.2)
- 11) Pass _____ Fail _____ N/A _____
Filters are **installed at an angle of not less than 45 degrees from the horizontal**. (96: 6.2.3.5)
- 12) Pass _____ Fail _____ N/A _____
Filters are equipped with a **drip tray beneath their lower edges**, which is kept to the minimum size needed to collect grease. The **drip tray is pitched to drain into an enclosed metal container** having a capacity not exceeding one gallon. (96: 6.2.4.1) (96: 6.2.4.2) (96: 6.2.4.3)
- 13) Pass _____ Fail _____ N/A _____
Filters are marked to indicate the proper orientation or the hood is constructed so that the filters cannot be installed in the wrong orientation. (96: 6.2.5)
- 14) Pass _____ Fail _____ N/A _____
Ducts do not pass through firewalls or fire rated partitions. (96: 7.1.1)
- 15) Pass _____ Fail _____ N/A _____
Ducts lead as directly as possible to the outside of the building. (96: 7.1.2)
- 16) Pass _____ Fail _____ N/A _____
Ducts are not connected to any other building ventilation or exhaust system. (96: 7.1.3)
- 17) Pass _____ Fail _____ N/A _____
All **ducts** are installed so that they **do not form dips or traps** that might collect residues. (96: 7.1.4)
- 18) Pass _____ Fail _____ N/A _____
A sign is placed on all access panels stating "**ACCESS PANEL, DO NOT OBSTRUCT**" (96: 7.1.6)

- 19) Pass _____ Fail _____ N/A _____
Access panels (which are grease tight, have gaskets or sealants rated for 1500 degrees F, and are the same thickness as the duct) are provided **at each change of direction** and at least **every 12 feet** along the ductwork. (96: 7.4.3.1) (96: 7.4.3.2)
- 20) Pass _____ Fail _____ N/A _____
Enclosure openings are provided as needed to reach the access panels, and are **large enough to permit removal of the access panels**. (96: 7.4.4.2)
- 21) Pass _____ Fail _____ N/A _____
All duct **seams, joints, penetrations, and hood to duct collar connections** have a **continuous liquid-tight external weld**. (96: 7.5.2.1)
- 22) Pass _____ Fail _____ N/A _____
All **ducts are protected on the exterior** with paint or other suitable weather protective coating, or are made of non-corrosive stainless steel. (96: 7.6.4)
- 23) Pass _____ Fail _____ N/A _____
The **rooftop termination** of the duct meets the following requirements: (96: 7.8.2.1)
***Minimum 10 feet clearance** from outlet to property lines, adjacent buildings, and air intakes.
***Ductwork extends a minimum of 18 inches above the roof**.
*The exhaust **discharge is at least 40 inches above the roof surface**.
***Airflow is directed up and away** from the roof surface.
- 24) Pass _____ Fail _____ N/A _____
Grease box (maximum one gallon capacity) **and drain** are provided if exhaust fan design or positioning allows grease to be trapped. (96: 8.1.2.4)
- 25) Pass _____ Fail _____ N/A _____
Exhaust fans are: (96: 8.1.1.1)
 - Hinged
 - Supplied with flexible, weatherproof electrical cable
 - Equipped with service hold open retainers
 - Listed for the use
- 26) Pass _____ Fail _____ N/A _____
Air velocity through any duct shall be not less than **1200 cubic feet per minute**. (96: 8.2.1.1)
- 27) Pass _____ Fail _____ N/A _____
The **exhaust hood fan continues to operate** after the extinguishing system has been activated (see exceptions). (96: 8.2.3.1)

- 28) Pass _____ Fail _____ N/A _____
Adequate make up air is provided by either mechanical or natural ventilation, to prevent negative pressure in excess of 0.02 inches water column. (96: 8.3.1)
- 29) Pass _____ Fail _____ N/A _____
Make up air fans integral to the hood, if provided, are **shut down** when the fire extinguishing system is operated. (96: 8.3.2)
- 30) Pass _____ Fail _____ N/A _____
Motors, lights, and other electrical devices are **not installed in ducts or hoods, or located in the path of exhaust products**. (Exception – where specifically approved for such use.) (96: 9.2.2)

The issues in the section below apply only to systems serving solid fuel cooking operations:

- 31) Pass _____ Fail _____ N/A _____
Solid fuel cooking equipment served by a **hood and duct system is separate** from all other exhaust systems. (See exceptions) (96: 14.3.3)
- 32) Pass _____ Fail _____ N/A _____
Filters are a minimum of 4 feet above the appliance cooking surface. (96: 14.5.3)
- 33) Pass _____ Fail _____ N/A _____
A 2A (or larger) rated water or wet chemical fire extinguisher is in the immediate vicinity of all fireboxes under five cubic feet. (96: 14.7.8)
- 34) Pass _____ Fail _____ N/A _____
Fireboxes over five cubic feet are provided with a **water pipe and hose system in the immediate vicinity**. (96: 14.7.10.1)
- 35) Pass _____ Fail _____ N/A _____
A heavy metal container or cart, maximum 20-gallon capacity, shall be provided and used solely to remove the ashes. The container shall be covered when being moved through the building. (96: 14.9.3.8.2) (96: 14.9.3.8.3)
- 36) Pass _____ Fail _____ N/A _____
A separate heavy metal container or dumpster, used solely for ash deposit, shall be provided **outside**. (96: 14.9.3.9.4)

Cooking Equipment

- 37) Pass _____ Fail _____ N/A _____
The cooking equipment provided is **listed** by an approved testing laboratory. (**96:** 12.1.1)
- 38) Pass _____ Fail _____ N/A _____
Cooking appliances are **installed** in accordance with their **listing and the manufacturer's directions**. (**96:** 12.1.2.1)
- 39) Pass _____ Fail _____ N/A _____
Deep fat fryers shall be installed with at least a **16-inch space between the fryer** and surface flames from adjacent cooking equipment. (Unless a minimum 8-inch high steel or tempered glass baffle plate is installed between the fryer and surface flames.) (**96:** 12.1.2.4)
- 40) Pass _____ Fail _____ N/A _____
Deep fat fryers are equipped with a separate **high-limit control**. (**96:** 12.2)
- 41) Pass _____ Fail _____ N/A _____
An approved method **shall** be provided that will ensure the appliance is returned to an **approved design location**, to ensure proper coverage. (**96:** 12.1.2.3.1)