

City of Norfolk

FOG Program Information

Updated **April 10, 2014**

Thank you for your interest and participation in this important new program. We hope this information will be helpful to you.

The requirements to be met by all Food Service Establishments (FSE's) in the City are:

- 1) *Each FSE will have at least one person on staff that has completed the Kitchen BMP Training. This free training is available on-line at www.hrfog.com .*
- 2) *All FSE's must submit a registration form. A separate registration form is required for each Grease Control Device (GCD). A form must be completed even if there is no GCD.*
- 3) *Grease Control Devices must be installed and maintained in accordance with the plumbing code.*

Log sheets for documenting maintenance performed are required and can be obtained by clicking here [Grease Trap Maintenance Log](#) or by calling 823-1090. These records must be retained on-site and made available for inspection for three years.

News

Most FSE's in Norfolk have registered their GCD's, and inspections will begin soon. The goal is to inspect each FSE annually (more frequently if necessary). These inspections are to ensure that the FSE is operating in full compliance with the Sewer Use Ordinance, Chapter 39.1., available here: [Norfolk Sewer Use Ordinance](#).

Some of the basic things we will be looking for:

1. Does the FSE have at least one FOG BMP certified individual?
2. If the FSE has a container for recycling their yellow grease,
 - a. Are the records for it properly maintained?
 - b. Is it covered and clean?
3. Does the FSE have a grease control device?
 - a. If no, does one need to be installed?
 - b. If yes,
 - i. Has it been registered?
 - ii. Is it the proper size?
 - iii. Is there a flow control device on the inlet side?
 - iv. Is adequate GCD cleaning being done?

- v. Is there a maintenance record?
- vi. How/where are the contents disposed of?
- 4. Is there a “No Grease” sign near the 3 compartment sink?
- 5. Is there a “Kitchen BMP” poster visible in the kitchen?
- 6. Are there strainers in the sinks to catch food scraps?

These are the basic requirements, but this is not a complete list of the inspection checklist.

Revisit this site for news and updates, and as always please feel free to call us for more information at 823-1090 or 823-1064.

Please feel free to provide feedback, with details if possible. Your comments can be sent to fog@norfolk.gov.

