



KEEP **GREASE** OUT OF THE SYSTEM

# Proper Cleaning and Rinse Water Disposal for Exhaust Hoods, Filters, Ducting, Roof Fans, and Floor Mats

## Cleaning Exhaust Hoods and Exhaust Hood Filters On Site

- Dry-wipe and scrape grease off of all surfaces before washing.
- Empty and clean the grease collection trays located inside of the exhaust hoods regularly.

## Cleaning Exhaust Hood Filters Off Site

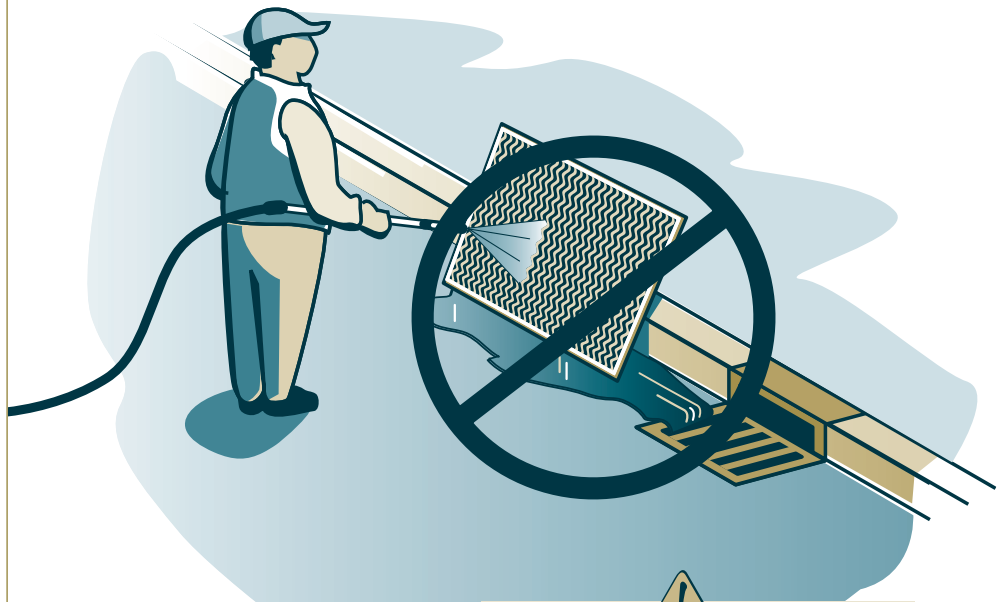
- The business owner may choose to use professional services to exchange dirty exhaust hood filters for clean ones.

## Cleaning Frequency

- Check your lease agreements and fire insurance policies to determine the minimum frequency that you must clean your equipment.
- More frequent cleaning may be necessary if grease collects quickly.

## Cleaning Exhaust Ducting and Rooftop Exhaust Fans

- Do not allow wash and rinse water to go into downspouts.
- Do not leave pooled wash and rinse water on the roof.
- Collect the wash and rinse water and discharge to the sanitary sewer drains inside your business.



*Whether you contract with a professional service, perform the cleaning yourself, or do both, you are liable for any illegal disposal of waste or rinse water resulting from cleaning your exhaust hood, filters, ducting, and roof fans. This includes any cleaning that occurs off site.*



*Never clean exhaust hoods or filters outdoors where wash water may flow to a storm drain.*



*Discharging used cooking or deep fryer oil, rotisserie fat, or solid food waste into kitchen sinks, mop sinks, and floor drains in your kitchen that are connected to the **sanitary sewer system** is a violation of your local sewer use ordinances.*



*Discharging anything, including oil, grease waste, wash water, or rinse water to the **storm drain system** is a violation of the local sewer use ordinance.*

**For more information:**

City of Santa Clara  
Water and Sewer Utilities  
1500 Warburton Ave  
Santa Clara, CA 95050  
408.615.2000

[www.santaclaraca.gov](http://www.santaclaraca.gov)

**Proper Disposal of Filter Bath Solution**

- Used bath solution from soaking exhaust hood filters (both hazardous and non-hazardous) should be taken to an off-site disposal facility. You and your property manager are liable for any illegal disposal of your waste.

**Proper Disposal of Water from Equipment Cleaning**

- Do not dispose of the concentrated solution, wash water, or rinse water from cleaning or degreasing equipment or exhaust hood surfaces into sinks leading to a grease trap or mechanical grease removal device.
- Do not dispose of the concentrated solution, wash water, or rinse water into a mop-sink, sink, or floor drain connected directly to the sanitary sewer system.
- Do not dispose of wastewater from steam cleaning without chemicals to a grease trap or mechanical grease removal device.
- Do not pour concentrated chemicals into sinks, mop sinks, or floor drains plumbed to grease control devices. This may cause liquefied grease to escape the grease control device and could cause a blockage in your drainage system.

**Proper Disposal of Water from Cleaning Floor Mats**

Wash water from cleaning floor mats must never flow out the back door, onto the parking lots, into a gutter, or into a storm drain. Clean mats:

- In a mop sink or near a floor drain, or
- Outside in a designated area that flows to a sanitary sewer drain, or
- In a garbage can; then dispose of the wash water into a mop sink.

If you have any questions, please call **408.615.2000** to speak with a Code Enforcement Technician.  
This and other outreach materials, are available at [santaclaraca.gov](http://santaclaraca.gov)

SAN JOSE/  
SANTA CLARA  
WATER POLLUTION  
CONTROL PLANT

Serving the cities of San José, Santa Clara, and Milpitas, Cupertino Sanitary District, West Valley Sanitation District (including the cities of Campbell, Los Gatos, Monte Sereno, and Saratoga), County Sanitation District No. 2-3, and Burbank Sanitary District.



**City of  
Santa Clara**