Self-inspection checklist



Managing fire hazards in the kitchen

Please note: This is a Vero Insurance sample template only.

Company/Division:		
Performed by:		
Location		
Date:		

Any 'No' response should be explained. Note specific problem, location and improvement action to be taken.

Risk:							
Consider the extreme environment fuels to name but a few of the f			es, boili	ng liqu	ids, flammable gases a	nd combustible	
Fire extinguishers and fire blar	ikets						
Use the 'Inspection and maintenance of fire extinguisher and fire blankets' Checklist.			(Insert your own photograph of an acceptable standard)				
Cooking area exhaust system	cleanliness						
Flare-up fires on the stove top rise with ease and impinge upon filters which are laden with oil and grease. The fire is drawn through the filter pads and into the metal ductwork where further waste oil and grease residue is ignited. If the residue continues along the ductwork the fire could progress beyond the kitchen.			(Insert your own photograph of an acceptable standard)				
		Yes	No	N/A	Comments	Completed (date)	
	itters and plenum above the daily checks are conducted)						
Cooking area exhaust system	cleaning programs						
professional cleaning corr	As the kitchen is in use 12 to 16 hours per day, a professional cleaning company inspects and cleans the kitchen exhaust canopy, filters and ductwork every 3 months						
professional cleaning corr	As the kitchen is in use 6 to 12 hours per day, a professional cleaning company inspects and cleans the kitchen exhaust canopy, filters and ductwork every 6 months						
	to 6 hours per day, a pany inspects and cleans the Iters and ductwork every 12						

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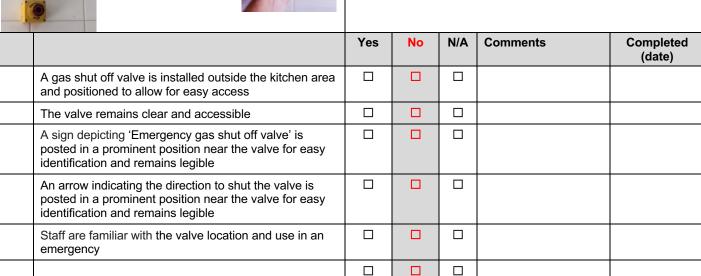
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Gas supply shut-off valve

	GAS EMERGENCY SHUTOFF •PUSH TO STOP •TWIST TO RESET
10	

A gas shut off valve should be installed outside the kitchen area and positioned to allow for easy access.





Automatic fire suppression system



Gaseous based or wet chemical fire suppression systems installed in the hood and or ductwork of the exhaust system over cooking surfaces. (Insert your own photograph of an acceptable standard)

(Insert your own photograph of an acceptable standard)

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	Yes	No	N/A	Comments	Completed (date)
A gaseous based or wet chemical fire suppression systems is installed in the hood and or ductwork of the exhaust system over cooking surfaces					(uuto)
Discharge nozzles are clear to allow free discharge of suppressant					
Manual discharge station is clearly visible, unobstructed and sign posted					
Suppressant bottles are in an area clear of all combustibles					
System tested and maintained as per Australian standard, with log books updated e.g. every 12 months					
All kitchen staff are trained in the operation of the fixed					

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	fire extinguishing s						
Refri	gerators/freezers/c	ool rooms					
Refer to 'Inspection and maintenance of refrigeration systems' Checklist.			(Insert your own photograph of an acceptable standard)				
			Yes	No	N/A	Comments	Completed (date)
	Refrigerators/freezers/cool rooms are appropriately labelled (i.e. freezercool room)						
	Freezers and cool rooms have well maintained emergency door releases						
	Seals on doors are in good condition						
	Temperature monitoring is working						
Insul	ated sandwich pan	els: refrigerators/freezers/cool room	s				
	ad,	Use the 'Risk control for combustible insulated sandwich panel' Checklist.	(Insert your own photograph of an acceptable standard)				

The information contained in this Checklist is general in nature only and does not take into account your specific risks and hazards, nor does it imply insurance coverage. No representation or warranty, express or implied, is made as to the completeness of this Checklist and you should consider whether it adequately covers all of your hazards and risks. AAI Limited ABN 48 005 297 807, trading as Vero Insurance ("Vero") does not accept any legal responsibility or liability for negligence or otherwise to you or anyone else who seeks to rely on this Checklist. This includes, without limitation, loss arising from a possible failure of the Checklist to incorporate any applicable Australian Standards or identify any regulatory or statutory requirements or other risks or hazards beyond those mentioned in the Checklist.

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