

City of Los Angeles
Sewer System Management Plan (SSMP)

Attachment G2

**Standard Operating Procedures
for FOG Inspections in Industrial Facilities**

Document Control Page

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STANDARD OPERATING PROCEDURES FOR FATS, OIL AND GREASE INSPECTIONS IN INDUSTRIAL FACILITIES

Introduction

This guideline is written to minimize the business practice of a facility receiving separate inspections by multiple inspectors from the Significant Industrial User (SIU), Local Industrial User (LIU) and Fats, Oil and Grease (FOG) groups. An example of a facility where this practice occurs is an SIU whose core operation is metal finishing and has a food service establishment (FSE), such as a cafeteria, that contribute FOG in the waste stream. Instead of sending a FOG inspector to address the FSE permit requirements and an SIU inspector to address SIU permit requirements, the FSE and SIU inspections on these types of facilities would be conducted at the same time by one inspector whenever possible. The exception to this rule will be at large facilities, designated as "shared facilities", such as sport centers, shopping malls, airports, hotels, colleges, and universities. The LIU Inspector is responsible for LIU inspections in "shared facilities", and the FOG Inspector is responsible for FOG inspections in "shared facilities".

Guidelines for Inspections

Effective May 1, 2007, all IWMD inspectors shall adhere to the following guidelines when determining which inspector (i.e., SIU, LIU or FOG inspector) is responsible for performing an inspection at industrial facilities that generate FOG in addition to pollutants generated from the core business (es). The guidelines are specified below and are summarized in Table 1.

1. SIU Inspector Responsibilities

The SIU Inspector shall:

- Conduct all SIU Categorical Industrial User (CIU) and Non-Categorical Industrial User (Non-CIU) and FOG inspections at all SIU facilities that have FSE operations.
- Inspect grease traps installed at all SIU (CIU and Non-CIU) designated facilities.
- Ensure that at least one FOG related inspection is conducted, each fiscal year, at each SIU permitted facility with FOG operations.
- Record each FOG inspection on the applicable Food Service Establishment (FSE) initial, follow-up, or annual checklist for tracking and reporting purposes.

2. LIU Inspector Responsibilities

The LIU Inspector shall:

- Conduct all inspections, and inspect grease traps at facilities designated as IC 008 (class 3) bakeries that are subject to surcharge.
- Conduct all inspections and inspect grease traps at facilities designated as IC 073 - retail markets with processes that do not include cooking and/or baking.

- Conduct all inspections and inspect grease traps at facilities designated as IC 074 - wholesale markets with processes that do not include cooking and/or baking.
- Conduct all inspections, and inspect grease traps at facilities designated as IC 111-schools with classification numbers 2 through 5.
- Conduct all inspections, and inspect grease traps at facilities designated as IC 006, 007, 009, 012, 019, 020, 021, 025, 033, 044, 046, 051, 054, 056 & 060.
- Conduct LIU inspections at all facilities designated as “shared facilities” such as sport centers, shopping malls, airports, hotels, and colleges and universities.
- Ensure that at least one FOG related inspection is conducted, each fiscal year, at each permitted facility with FOG operations.
- Record each FOG inspection on the applicable Food Service Establishment (FSE) initial, follow-up, or annual checklist for tracking and reporting purposes.

3. FOG Inspector Responsibilities

The FOG Inspector shall:

- Conduct all inspections, and inspect grease traps at facilities designated as IC 024 and IC 108.
- Conduct all inspections, and inspect grease traps at facilities designated as IC 008 (class 1) bakeries not subject to surcharge.
- Conduct all inspections, and inspect grease traps at facilities designated as IC 073 - retail markets with processes that include cooking and/or baking.
- Conduct all inspections, and inspect grease traps at facilities designated as IC 074 - wholesale markets with processes that include cooking and/or baking.
- Conduct all inspections, and inspect grease traps at facilities designated as IC 111 - schools that have a classification number 1.
- Conduct all inspections, and inspect grease traps at facilities designated as IC 021- Fire Stations, Class 1.
- Conduct FOG inspections, and inspect grease traps at all facilities designated as “shared facilities” such as sport centers, shopping malls, airports, hotels, and colleges and universities.
- Ensure that at least one FOG related inspection is conducted, each fiscal year, at each permitted facility with FOG operations.
- Record each FOG inspection on the applicable Food Service Establishment (FSE) initial, follow-up, or annual checklist for tracking and reporting purposes.

4. Plan Check Review

FOG Senior Industrial Waste Inspectors will perform the plan check review for all FSE plans submitted to IWMD. These include newly constructed, remodeled, and "change in use" facilities.

5. Training

As new inspectors and transfers come on board in each group, supervisors will ensure that training is provided accordingly.

6. Grease Interceptor Inspections

The FOG inspector shall inspect grease interceptors installed at LIU, SIU and "shared" designated facilities.

INDUSTRIAL CLASS (IC) ASSIGNMENTS**Table 1**

(IC) INDUSTRIAL CLASS	INDUSTRY OR WASTE PROCESS	CLASSIFICATION NUMBER					ASSIGNED TO:	
		1	2	3	4	5	LIU	FOG
006	Auto Mfg., Serv. Maint.			X		X	X	
007	Auto Laundry			X			X	
008¹	Bakeries	X		X			X	X
009	Banks	See Individ. Process for Permit Req					X	
012	Batteries MFG. & Servicing					X	X	
019	Bus Mfg., Repair, Service					X	X	
	BUILDINGS:							
020	Private	See Individ. Process for Permit Req					X	X
021²	Public	See Individ. Process for Permit Req					X	X
024	Caterers			X				X
025	Ceramic & Clay Prod. Mfg.					X	X	
033	Convalescent Homes	See Individ. Process for Permit Req					X	

Note:

- 1) The LIU Inspector shall inspect IC 008 - Class 3 bakeries with surcharge. The FOG inspector shall inspect class 1 bakeries with no surcharge.
- 2) IC 021 - the LIU inspector shall inspect this IC, except that the FOG inspector shall inspect Class 1 fire stations under this IC.

INDUSTRIAL CLASS (IC) ASSIGNMENTS (Table 1 Cont'd)

(IC) INDUSTRIAL CLASS	INDUSTRY OR WASTE PROCESS	CLASSIFICATION NUMBER					ASSIGNED TO:	
CODE		1	2	3	4	5	LIU	FOG
	FOOD PROCESSING:							
044	Fish					X	X	
046	Meat					X	X	
050	Tortilla & Tamale Mfg.					X	X	
051	Vegetable					X	X	
054	Grinding & Disposal (Market Waste) Hospital Waste					X	X	
056	Hospitals	See Indiv. Process for Permit Req					X	
057³	Hotels	See Indiv. Process for Permit Req					X	X
	LABORATORIES							
060	Analytical	2					X	
	Markets (Fish, Meat, Food, etc):							
073⁴	Retail	See Individual permit requirements					X	X
074⁵	Wholesale	2					X	X

Note:

3) IC 057 - Hotels with multiple FSEs and LIU processes shall be designated as shared facilities. The LIU Inspector will inspect LIU processes and the FOG Inspector will inspect FOG Processes.

4) IC 073 – The LIU inspector will inspect the Retail Markets with processes that do not include cooking and/or baking. The FOG Inspector Retail Markets with processes that include cooking and/or baking.

5) IC 074 - The LIU inspector will inspect Wholesale Markets with processes that do not include cooking and/or baking. The FOG inspector will inspect Wholesale Markets with processes that include cooking and/or baking.

INDUSTRIAL CLASS (IC) ASSIGNMENTS (Table 1 Cont'd)

(IC) INDUSTRIAL CLASS	INDUSTRY OR WASTE PROCESS	CLASSIFICATION NUMBER					ASSIGNED TO:	
		1	2	3	4	5	LIU	FOG
081	Medical – Dental Offices	See Indiv. Process for Permit Req					X	
082	Nurseries	X					X	
106	Type-Setting		X				X	
108	Restaurants	X						X
110	Sanitariums						X	
111 ⁶	Schools	X					X	X
112	Service Stations	X					X	
	STEAM CLEANING:							
115	Auto			X			X	
118	Swimming Pools – Public	X					X	
126	Truck Washing & Steam Cleaning					X	X	
128	Water Treating & Service Equip.					X	X	
129	Wineries					X	X	

Note:

- 6) IC 111- The Fog inspector will inspect Schools designated as class 1. The LIU inspector will inspect Schools with classification numbers 2 through 5.