

Commercial Kitchen Hood & Fire Suppression Inspection Checklist

Site / Project	_____	Address	_____
Inspector name	_____	Company	_____
Date	_____	Time	_____

Documentation aid only. Adapt this resource to the site, manufacturer instructions, and applicable local requirements. It does not replace a competent person, professional judgment, legal advice, or a required statutory form.

Inspection checklist

Hood Filter & Grease Accumulation

☐ Are hood filters free from excessive grease buildup? Grease should not exceed 75% of filter capacity.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Are hood filters correctly installed and securely in place, angled at 45 degrees?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Are grease gutters and collection trays clean and free from accumulated grease?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Is the grease level in the grease trap below the maximum allowable level (typically 25% capacity)?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Is the grease trap free from leaks or damage?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Are access panels on ductwork accessible and unobstructed for cleaning and inspection?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Visually inspect accessible ductwork for excessive grease buildup. Note any areas requiring professional cleaning.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Is the exterior exhaust discharge free from obstructions and directing away from combustible materials?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Are the lights illuminating the cooking surface clean and functional?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐ Verify that the hood is constructed of approved materials (e.g., stainless steel).	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Ansul System Inspection

☐	Are all Ansul nozzles free from grease, obstructions, and properly aimed at the cooking surfaces?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are nozzle caps intact and not damaged?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Is the pressure gauge on the Ansul cylinder within the acceptable operating range (green zone)?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify the hydrostatic test date on the Ansul cylinder. Is it within the required timeframe (typically every 12 years)?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are fusible links clean, undamaged, and properly positioned above cooking appliances?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Is the manual pull station easily accessible and unobstructed?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Test the manual pull station to ensure it activates the system (perform test with qualified technician).	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Inspect the system piping for any signs of damage, corrosion, or leaks.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify that the system will automatically shut off gas or electrical power to appliances upon activation.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Review the last inspection tag. Is the system within its required inspection interval (typically semi-annually)?	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Electrical & Gas Safety

☐	Inspect electrical wiring near cooking equipment for damage, fraying, or exposed conductors.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure electrical wiring is properly protected in conduit and that the conduit is securely fastened.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Check gas line connections for leaks using a soap solution. Look for bubbles.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify the gas shut-off valve is easily accessible and functional.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Confirm that all cooking appliances are properly grounded.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure that extension cords are not used as permanent wiring for cooking equipment.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

☐	Ensure electrical panels are accessible and free from obstructions.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify that electrical panels are properly labeled.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Test emergency lighting to ensure proper function in case of power outage.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Ensure exit pathways are clear and unobstructed.	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Documentation & Training

☐	Are maintenance records for the hood and fire suppression system readily available?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Is there a documented cleaning schedule for the hood, filters, and ductwork?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Have employees been trained on the proper use of the fire suppression system and fire extinguishers?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Is training documented for all employees on the use of portable fire extinguishers?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are records of fire drills maintained and up-to-date?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are previous inspection reports for the fire suppression system available for review?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Is an emergency contact list posted in a visible location?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are Material Safety Data Sheets (MSDS) or Safety Data Sheets (SDS) readily available for all chemicals used in the kitchen?	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Verify that portable fire extinguishers have been inspected and certified within the last year.	☐ Pass	☐ Fail	☐ N/A	Notes: _____
☐	Are fire extinguishers readily accessible and properly mounted?	☐ Pass	☐ Fail	☐ N/A	Notes: _____

Findings

#	Item	Location	Severity	Action required
1				
2				
3				
4				
5				
6				
7				
8				

Signature

Inspector signature _____

Name _____

Date _____