

City of Phoenix
Pollution Control Division
Commercial Program

**GUIDANCE SUPPLEMENT _ 7:
BEST MANAGEMENT PRACTICES FOR KITCHENS**

- Show employees the correct fixtures to be used for washing or soaking pots, pans, compote/condiment dishes, utensils, produce, garbage cans, hood filters, floor mats, etc. These fixtures shall be plumbed to a pretreatment device, i.e., grease trap or interceptor. **SIGNS**, bilingual if necessary, **SHOULD BE POSTED AT ALL APPROPRIATE FIXTURES.**
- Fixtures used for disposing of waste soups, gravy, salad dressing, mop water shall be plumbed through a pretreatment device.
- Scrape food waste from dishes, pots, pans, and other containers into a garbage can before rinsing in the prewash sink, washing, or being placing in a dishwasher. A rubber spatula attached with a chain, near the garbage can, is recommended.
- **DO NOT** perform any cleaning in a location that is not plumbed to a pretreatment device, **NEVER CLEAN EQUIPMENT OR DISPOSE OF MOP WATER IN THE PARKING LOT, OVER A DRYWELL, OR IN A RETENTION BASIN, ETC.** Use the correct fixtures.
- Check your pretreatment devices weekly. Pretreatment devices shall be pumped, cleaned, and refilled with fresh water on a regular schedule to prevent grease pass through to the City sanitary sewer. Maintenance records shall be kept on site for a minimum of 3 years.
- Monitor and enforce the kitchen practices to verify that grease bearing wastes are not discharged to the City sanitary sewer.