



# CITY OF SALEM

Engineering Department  
98 Washington Street, 2<sup>nd</sup> Floor  
Salem, MA 01970

Dominick Pangallo  
Mayor

Deborah L. Duhamel, P.E.  
City Engineer

Phone: (978) 619-5673

## GREASE TRAP/INTERCEPTOR MAINTENANCE LOG

FACILITY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_

TYPE OF GREASE UNIT(S): ☐ GREASE TRAP ☐ GREASE INTERCEPTOR ☐ BOTH

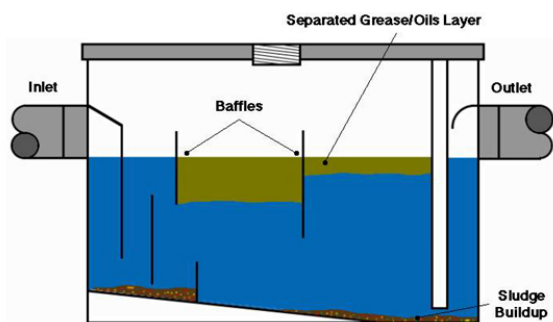
DATE PERFORMED	DESCRIPTION OF WORK	DEPTH OF WATER IN UNIT (inches)	DEPTH OF GREASE REMOVED (inches)	DEPTH OF SOLIDS/SLUDGE REMOVED (inches)	MANAGER'S INITIALS

Note: A grease trap is typically an inside unit. A grease interceptor is typically a large outside unit.

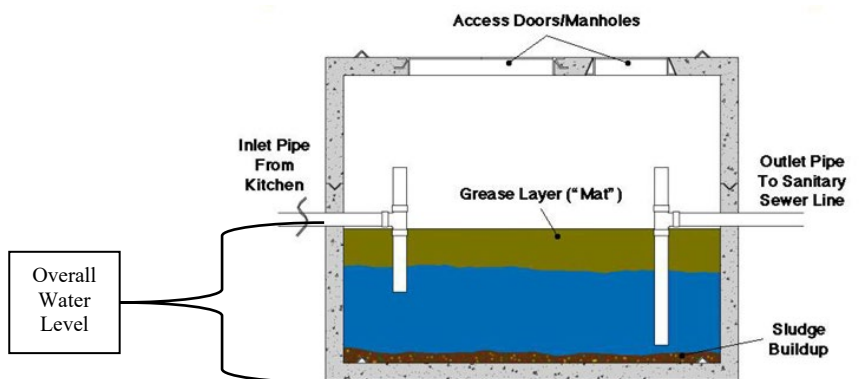
## CLEANING AND MAINTENANCE OF GREASE TRAPS

1. Shut off flow valve if available.
2. Use probe or measuring tape to measure overall water level in trap, depth of grease in top layer, and depth of solids in bottom layer (see diagram below). Record all depths in the maintenance log.
3. Bail water from trap/interceptor and dispose of in sanitary sewer.
4. Skim grease from trap/interceptor and deposit in watertight container.
5. Remove the baffles, if possible.
6. Scrape the sides, lid and baffles with a putty knife and deposit grease in watertight container.
7. Contact a hauler or recycler for pickup.
8. Replace the baffles and lid.
9. If cleaning is performed by a licensed professional, request a copy of the cleaning records and use the information to fill out the maintenance log.

Note: Cleaning and maintenance of outside grease interceptors must be performed by a licensed professional. Keep cleaning and maintenance records on file and readily accessible.



Grease Trap



Grease Interceptor