

**Water Pollution Prevention
Staff Training for Food Service Establishments
Document of Completion for Certificate**

Date and Location of Staff Training: _____

Trainer's Name/Title: _____

Establishment Name: _____

Mailing Address: _____

TRAINING: Where did you receive your training materials? at a training workshop website Town staff

Number of individuals trained: _____ (Please attach attendance list)

Did you use the provided videos in your training? Yes No

Did you use or post the provided posters? Yes No

Did you educate employees with a walk through of the restaurant and outdoor disposal areas? Yes No

PRIOR to using the water pollution prevention materials, did you know:

Where storm drains are located at your business? Yes No

That storm drains lead directly to local creeks and Jordan Lake? Yes No

Please complete the checklist on the other side of this page.

Other improvements or changes you made to prevent water pollution:

What, based upon your experience, would help restaurant employees to properly dispose of materials and keep outdoor areas clean?

Other comments:

Please return **completed form** and staff training **attendance list** to the Chapel Hill Stormwater Management Division to receive your certificate of training. E-mail: wwsmith@townofchapelhill.org or mail to:



Chapel Hill Stormwater Management Division
405 Martin Luther King Jr. Blvd
Chapel Hill, NC 27514

Questions? Call (919) 969-RAIN



RESTAURANT SITE CHECKLIST of POLLUTION PREVENTION PRACTICES

- 1) Please check those things that apply to your food service establishment AFTER the training.
- 2) Please star (*) those things that have changed BECAUSE of training.

Storm Drains

- Are marked or labeled
- Cleaned to remove debris
- Identified during walk-through training

Grease and Oil:

Outside used cooking oil and grease containers are:

- Labeled with contents and hauler information
- Placed away from storm drainage
- Placed safely away from dumpsters
- Easily accessible to avoid spills
- Routinely wiped down and grates cleaned
- Kept closed with lids down
- Monitored and cleaned to avoid grease accumulation on the ground

Containers for transporting used cooking oil and grease are:

- Sized appropriately for transporting to outside container
- Covered with lids to avoid splashing between kitchen and outside container
- Fit with secure handles to avoid breakage and spilling

Mop Sink or Can Wash are:

- Kept free from clutter and accessible
- Adequate for mat washing and wash water disposal
- Always used for disposal of wash water

Mats are washed:

- In mop sink or can wash basin
- Outside, but water is contained & disposed of in sanitary sewer
- Offsite at car wash or through contract services
- Outside with drainage into grassy area
- Other _____

Dumpster & Recycling Bins have:

- Location away from storm drain
- Lids and doors closed
- Drain plug tightly closed
- Labels with leasing company information (repair information)
- Adequate capacity
- Properly sorted materials

Outdoor Washing

- Contractors are given a copy of the Town's Pollution Prevention Notice
- Walk-in cooler is swept before hosing, or cooler litter is collected and does not enter storm drain
- Pavement or compactor areas are swept, spot cleaned, and washed with clear water only
- Outdoor areas are washed with cleanser or bleach, but water is contained and disposed of in the sanitary sewer
- Storm drains are blocked before and during washing; water is diverted to landscaped area