



## Kitchen Facilities Questionnaire

(Supplementary to the Insurance Quotation Request)

If you have commercial kitchen facilities on your premises, we need additional information to consider your insurance quotation request:

1) Please describe the type and range of cooking / catering activities undertaken:		
Commercial Kitchen	Community Cafe	Centre Based Meals      Social Restaurant
2) Which of the following are used in the kitchen facilities?		
Commercial ovens	Open flame cooking	Wood / coal fired ovens      Deep Frying
3) Is any cooking, baking or frying undertaken unsupervised or after hours?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
4) If deep frying equipment is in place, please confirm no of units		
a. Are the deep-frying units thermostatically controlled with an automatic cut off switch?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
b. Are wet chemical suppression systems in place?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
c. Is the oil in each deep-frying unit filtered daily and replaced weekly?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
d. Does the kitchen contain cooking hoods, filters and ducted exhaust system?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
e. Are all extraction hoods, canopies, exhausts, filters and grease traps cleaned regularly?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
i. Cleaning intervals	Internal	External Contractor
f. Are written records kept for the cleaning / maintenance regime?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
g. Are additional wet chemical extinguishers / fire blankets in place?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
5) Are formal housekeeping procedures in place for cleaning of materials from benchtops, skimming of scraps from deep fryers and regular rubbish removal?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
6) For cold storage areas containing expanded polystyrene (EPS) panels, are these facilities:		
a. Kept clear and unobstructed by any combustible materials, packaging, pallets etc?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
b. Inspected regularly for damage which compromises the integrity of the panels?	<input type="checkbox"/> No	<input type="checkbox"/> Yes
c. Adequately fire sealed where there are service penetrations through the panels?	<input type="checkbox"/> No	<input type="checkbox"/> Yes

Please return this completed questionnaire with your Insurance Quotation Request.

Community Underwriting Agency Pty Ltd - AFS License No 448274 (Community Underwriting) acts under a binding authority as Agent for Berkley Insurance Australia (ABN 53 126 559 706) to issue, vary and cancel policies on Berkley's behalf. In all aspects of this Policy, Community Underwriting acts as an agent for the insurer and not for the insured