

**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:

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| 1. Please describe the type and range of cooking / catering activities undertaken:

Commercial Kitchen       Community Cafe       Centre Based Meals       Social Restaurant       |
| 1. Which of the following are used in the kitchen facilities?

Commercial ovens       Open flame cooking       Wood / coal fired ovens       Deep Frying        |
| 1. Is any cooking, baking or frying undertaken unsupervised or after hours?
 | [ ]  No | [ ]  Yes |
| 1. If deep frying equipment is in place, please confirm no of units
 |       |
| * 1. Are the deep-frying units thermostatically controlled with an automatic cut off switch?
 | [ ]  No | [ ]  Yes |
| * 1. Are wet chemical suppression systems in place?
 | [ ]  No | [ ]  Yes |
| * 1. Is the oil in each deep-frying unit filtered daily and replaced weekly?
 | [ ]  No | [ ]  Yes |
| * 1. Does the kitchen contain cooking hoods, filters and ducted exhaust system?
 | [ ]  No | [ ]  Yes |
| * 1. Are all extraction hoods, canopies, exhausts, filters and grease traps cleaned regularly?
 | [ ]  No | [ ]  Yes |
| * + 1. Cleaning intervals Internal       External Contractor
 |
| * 1. Are written records kept for the cleaning / maintenance regime?
 | [ ]  No | [ ]  Yes |
| * 1. Are additional wet chemical extinguishers / fire blankets in place?
 | [ ]  No | [ ]  Yes |
| 1. Are formal housekeeping procedures in place for cleaning of materials from benchtops, skimming of scraps from deep fryers and regular rubbish removal?
 | [ ]  No | [ ]  Yes |
| 1. For cold storage areas containing expanded polystyrene (EPS) panels, are these facilities:
 |  |  |
| * 1. Kept clear and unobstructed by any combustible materials, packaging, pallets etc?
 | [ ]  No | [ ]  Yes |
| * 1. Inspected regularly for damage which compromises the integrity of the panels?
 | [ ]  No | [ ]  Yes |
| * 1. Adequately fire sealed where there are service penetrations through the panels?
 | [ ]  No | [ ]  Yes |

Please return this completed questionnaire with your Insurance Quotation Request.

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