



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.

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