

# Restaurant hood cleaning checklist

Daily	Assigned to	Date completed	Time completed	Initials / Signature	Notes
Wipe down exterior of hood with degreaser					
Empty grease trays or cups					
Check for grease drips or unusual smells					

Weekly	Assigned to	Date completed	Time completed	Initials / Signature	Notes
Remove and soak baffle filters					
Scrub filters and rinse thoroughly					
Inspect duct access panel (if reachable)					

Monthly	Assigned to	Date completed	Time completed	Initials / Signature	Notes
Deep clean hood interior					
Wipe accessible ductwork with degreaser					
Clean fan blades (if safely accessible)					

Quarterly	Assigned to	Date completed	Time completed	Initials / Signature	Notes
Hire a certified hood cleaning service for full system clean					

## Supplies to have on hand

- Food-safe degreaser
- Scrub brushes and non-abrasive pads
- Rubber gloves, goggles, and apron
- Plastic sheeting or drop cloths
- Flashlight



Save time  
on daily tasks

← Scan