



V E N T I L A T I O N S Y S T E M S

Ventilated Ceiling Operation & Maintenance manual



Suppliers of :   

Contents

Ceiling tile and filter maintenance	Page	3-4
Light Fittings	Page	5
Suggested cleaning methods	Page	6
Disclaimer	Page	8

VENTILATED CEILING TILE & FILTER CLEANING

There are no grease filters that are 100% efficient, consequently there will always be a certain amount of grease carried through the filter matrix and deposited on the internal surfaces of the filter housings and connecting ductwork. Grease quantity carried through the filtration system will depend on the type of cooking. If cleaning is not carried out regularly, grease on the inside surfaces of the intake plenum will create both hygiene and fire risks. For these reasons it is necessary to have a deep clean operation carried out on a six-monthly cycle and even three-monthly in heavy cooking environments.

LeighTec ventilated ceilings are designed to be easily cleaned and will remain in pristine condition if the correct cleaning procedures are followed. Washing the outer surfaces with soap or mild detergent and warm water and placing the ceiling tile filters through a pot wash on a weekly basis will usually suffice however for heavy cooking processes this procedure should be carried out between two and four times a week. Please note that when wiping down the surface wipe following the natural direction of the grain in the stainless steel, this will enhance the appearance and prevent scratching. If these procedures are not followed grease can build up and become baked on requiring costly specialist attention.

Deciding upon when cleaning should take place and how often, is mostly subjective and responsibility is ultimately with the owner/manager of the facility. Regular inspections are recommended and should cover both the internal and external surfaces. Please refer to the cleaning table below as a guide to your cleaning schedule.

	Description
Light	Pub & Bar Food, small cafes, coffee/tea shops.
Light/Medium	Government institutions (schools/hospitals/elderly person's homes), office and workplace kitchens.
Medium	Italian/French restaurants, hotel restaurants, family pub restaurants, pizza restaurants, supermarket restaurants.
Medium/High	Small low output fast food restaurants, steak houses, kebab/chip shops.
High	Large, high output fast food restaurants, Mexican restaurants, Oriental & Asian restaurants.
Very High	Food factories.

The cleaning cycle for the ventilated ceiling and its components will depend not only upon the regularity and duration of cooking below but also upon the type of cooking. The following table gives an indication as to how often certain types of installation should be cleaned:

Cleaning and maintenance of ventilated ceilings and associated items should only be carried out by suitably skilled and trained operatives, in the absence of such operatives a specialist sub-contractor should be engaged and retained for the purpose. If in-house staff members are to be used, they will require training in monitoring, testing and handling of the various components. In the case of specialist odour removal systems such as UV, ESP or Carbon Cells, a specialist contractor should always be employed.

Removing Tiles & Filters

Tiles and filter pods in our ventilated ceilings are designed to be easily removed for cleaning and maintenance. From a suitable secure platform push the tile/filter upwards to release it from the frame, when the tile/filter is clear of the frame it can be tilted off centre and lowered from the frame through its mounting frame. Once removed it can be cleaned as per recommendations and re fitted in a reverse order.

Handling components

When handling any components of the ceiling, it is imperative that operatives wear proper PPE, gripping cut-resistant work-gloves for protection against metal edges and eye protection as detergents and cleaning agents are used, it is easy to cut skin and damage eyes during the cleaning process. Suitable gloves, eye protection & PPE can be obtained easily through most suppliers of personal protective equipment (PPE). Access to filters for removal & replacement will often mean reaching above head height and as such, suitable access equipment and or safe working procedures are required.

It is strongly recommended that an in-house, site specific risk assessment of these hazards should be carried out.

Light Fittings

Maintenance

LTS ventilated ceiling lights use LED strip lights, all of the internal parts can be accessed by removing the lighting unit from the ceiling in the same manner as described in the tile/filter removal process and placing the unit on a stand whilst maintenance is carried out please adhere to additional warnings.

▲ WARNING ▲

PLEASE ENSURE THE LIGHTS HAVE BEEN ISOLATED FROM THE MAINS POWER BEFORE REMOVING UNIT OR ATTEMPTING ANY MAINTENANCE

▲ WARNING ▲

THE LIGHTING UNITS GET VERY HOT AFTER PROLONGED USE AND MAY CAUSE A BURN HAZARD PLEASE ALLOW UNITS TO COOL BEFORE REMOVING FROM CEILING.

Care should be taken when removing the lighting unit as this item is quite heavy and usually requires 2 people to safely carry out this procedure.

Handling components

When handling any components of the canopy, it is imperative that operatives wear proper PPE, and be aware that before removing light fittings to isolate them from the electrical supply. Access to lights for removal & replacement will often mean reaching above head height and as such, suitable access equipment and or safe working procedures are required.

It is strongly recommended that an in-house, site specific risk assessment of these hazards should be carried out.

Suggested cleaning method

PROBLEM	CLEANING AGENT	COMMENTS
Routine cleaning, all finishes	Soap or mild detergent and water (such as washing up Liquid)	After application, use a sponge or clean cloth to rinse with warm, clean water and then wipe dry if necessary
Fingerprints, all finishes	Soap and water or organic solvent such as Alcohol	After application, use a sponge or clean cloth to rinse with warm, clean water and then wipe dry if necessary
Stubborn stains, discolouration, all finishes	Mild cleaning solutions such as abrasive free stainless steel cleaning creams.	After application, use a sponge or clean cloth to rinse with warm, clean water and then wipe dry if necessary
Oil/Grease marks, all finishes	Soap and water or organic solvent such as Alcohol	After application, use a sponge or clean cloth to rinse with warm, clean water and then wipe dry if necessary

UV Equipped Ventilated Ceiling

Please refer to your LTS AIR HANDLER OPERATION & MAINTENANCE manual for all relevant UV related subjects.

▲WARNING UV LIGHT CAN BE DANGEROUS▲

All UV plant must be service by qualified personnel if in doubt contact LTS for service.

All LTS products are guaranteed for a period of 12 months against failure of material or defective workmanship

DISCLAIMER

Whilst every care is taken in ensuring the information contained here in is accurate, no responsibility implied, or otherwise, is accepted for loss or damage incurred due to this information. It is the responsibility of the reader to ensure the method used is suitable for their particular application and they should satisfy themselves before proceeding with a trial or sample component.

The information in this publication may not be regarded as a guarantee for the proprieties of materials or products dealt with or of their processing



LeighTec

LeighTec Systems Ltd

Andersen Road

Goole

East Yorkshire

DN14 6UD

Tel: +44 (0) 1405 752 401

Fax: +44 (0) 1405 752 402

E-mail: office@leightec.com

Web: www.leightec.com