



VENTILATION SYSTEMS

Ventilation Canopy Cleaning and Maintenance Manual (Including UV Type)



Suppliers of :   

Contents

Canopy cleaning	Page	3-4
Light Fittings	Page	5
Suggested cleaning methods	Page	6
UV Type Canopies	Page	7
Disclaimer	Page	8

Canopy 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 canopy 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 canopy 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.

Leigh Tec canopies are designed to be easily cleaned and will remain in pristine condition if the correct cleaning procedures are followed. Washing the canopy with soap or mild detergent and warm water and placing the filters through a pot wash carried out weekly will usually suffice however for heavy cooking processes this procedure should be carried out twice to four times weekly. Please note that when wiping down the canopy try and 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 canopy surfaces. As a very rough guide to cleaning schedules please refer to the tables on the following page.

	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 a canopy 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:

Filter type	Establishment Category					
	Light	Light/Medium	Medium	Medium/High	High	Very High
Mesh Spark Arrester	Daily	Daily	Daily	Daily	Daily	Daily
Baffle filter wash cycle	7 Days	7 Days	5 Days	3 Days	1 Day	1 Day
Canopy clean down	7 Days	7 Days	5 Days	5 Days	5 Days	4 Days
Carbon filter replacement*	12 months	12 Months	6 Months	5 Months	3 Months	3 Months
U.V. Tube replacement*	10000 Hrs	10000 Hrs	10000 Hrs	10000 Hrs	10000 Hrs	10000 Hrs
Grease drawers clean	7 Days	7 Days	5 Days	3 Days	1 Day	1 Day
Ductwork clean	12 Months	12 Months	8 Months	6 Months	4 Months	3 Months
Note! Regular visual inspection should be carried out on all components. * Where fitted.						

Cleaning and maintenance of kitchen canopies 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.

Handling components

When handling any components of the canopy, 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

Cleaning

Leigh Tec offer one general type of lighting, a recessed vapour proof light this should be cleaned while in place using the same method as weekly canopy cleaning.

Maintenance

The recessed vapour proof lights are 240-volt LED tube lights and are powered from one end. All the internal parts can be accessed by removing the toughened glass light diffuser. This is done with the use of either a 4mm Allen key or in the case of bulkhead lamps a special key supplied with the light units.

Care should be taken when removing the diffuser as this item is quite heavy and requires 2 people to safely remove it.

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 methods

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 Type Canopies

Leigh Tec strongly recommend a maintenance agreement is entered (contact Leigh Tec for service information) to maintain this system. Failure to maintain the system will result in reduced efficiency and eventual UV lamp failure.

Leigh Tec UV canopies are fitted with a highly sophisticated PLC controlled ultraviolet filtration system. The system consists of an ultraviolet filtration plenum, access to and maintenance of this chamber should only be carried out by a suitably trained maintenance engineer and under no circumstances should the door be opened unless the power to the UV control panel has been isolated, however if the filters or doors are removed/opened the UV system will shut down. Within this chamber there are many glass ultraviolet light tubes, these tubes are delicate and contain mercury hence care should be taken when handling, especially in the presence of food sources where there is a risk of contamination.

The system is controlled by a UV control panel mounted near to the canopy. The front of the control cabinet is fitted with a LCD display indicating one or more of the following text messages:

- UV Running/Stopped.
- Extract air fail UV stopped.
- Door open UV stopped
- Filter removed UV stopped
- UV Lamp fail

Under normal operational circumstances the 'power' lamp will remain illuminated. When the kitchen extract fan is running the screen will display UV running if the system is switched to on and will work with the on off phases of the extract fan. If any faults occur the screen will display the relevant message from the list above.

Disclaimer

Whilst every care is taken in ensuring the information contained herein 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 application and they should satisfy their self 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

Leigh Tec 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