

F Y I Date

February 3, 2016

Volume 8, Issue 1



F Y I

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Inspector Tips and Tricks

- **ALWAYS** notify H&S by email if you have any change in address to ensure that **your checks** are mailed to the correct location. LC360 and our payroll system are not connected yet. Changing your address in LC360 **DOES NOT ENSURE** that the address change gets into the payroll system. Please email any address change to lhoyt@hsreports.com

- **Always label and arrange your photos.** It is easy to do and it does not take much time.

- The Pay Plan Schedule is in the LC360 "Training Tab" along with a lot of other useful resources.

- **PML (Probable Maximum Loss) is an estimate of probable loss in the case of fire. The higher the number the greater the probable loss. ISO 1 and ISO 2 buildings (Frame and JM) are always 100%.**

- Hibachi grills have special "hood" systems and AES. H&S will publish guidelines for Hibachi grills shortly.

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Making Restaurant Re-Inspections EASY !

Restaurant inspections can appear complicated. There are many important things to note, like the construction and size of the building. And this FYI note is to help simplify the inspection with some useful tips. First, let's identify 5 critical components of every restaurant re-inspection.

1. The AES (Automatic Extinguishing System) over the commercial cooking units must be serviced and tagged every 6 months. A photo of the tag, clearly showing the date of service is essential.
2. The Exhaust system is not the same as the hood and filters. The Exhaust system is the duct work part of the system that leaves the building. The Exhaust system must be cleaned and tagged every 6 months. A photo of the tag, clearly showing the date of service is vital.
3. An accurate Cooking Diagram and clear photos of the cooking station(s) (from the front and each side) are required. The photos should include the hood, filters, and all nozzles. The photos must show all the cooking units and any nozzles above them.
4. All changes in the Burglar Alarms and the Smoke Detection units must be clearly documented in the report with photos. The inspector must determine with certainty, from the contact, whether the systems are central station or local alarms and whether the systems are A/C or battery powered. A photo of Smoke Detectors and the Burglar Alarm system is required.
5. The report must clearly state whether each of the Previous Recommendations (from the Special Instructions) have been corrected. A clear photo of each is required.

OK, those are critical requirements of the inspection.

Now let's discuss some ways to ensure correct answers and simplify the way we get the answers.

1. First, print out the previous report. You can look at the photos. But you don't need to print them. This is only a few pages to print. But you get a lot out of printing these pages.
 - a. Having the previous report in hand during the inspection gives you credibility with the contact. They know you are carrying "official" documentation.
 - b. It gives you a point of reference for your inspection.
 - c. And **you can note any changes right on the report without have to re-write the things that are still the same.**

- The description areas of the forms are intended to be brief. But always write enough to state all of your important observations. For the "Comments", one sentence is often enough. But the Narratives always require at least one paragraph.

Making Restaurant Re-Inspections EASY ! (continued)

2. Ask the contact, "What has changed since the last inspection?". This is a powerful question, enabling you to identify and focus on the changes, ensuring that nothing is missed.
3. And now you can use the previous report to document the current state of the 5 critical points mentioned above. Using the previous report in this way, ensures consistency between reports and enables us to catch any mistakes in a previous report and make them "right" in this report.

Inspecting Pool Drain Covers

Pool drain covers are required to be compliant with the Virginia Graeme-Baker Pool and Spa Safety Act (ANSI/APSP 16-2011 and NSF 50-2008).

When inspecting a property with a pool, be sure to observe the drain cover, ask the insured about the drain cover, take a good photo of the drain cover, and include your findings in the report.

Here are some samples of VGB drain covers.



There have been some drain cover recalls in recent years. You can check the government's CPSC website for information. Comment in the report if you believe the drain cover you are inspecting looks like a drain cover that is recalled.

<http://www.cpsc.gov/en/recalls/2011/eight-manufacturers-recall-pool-and-in-ground-spa-drain-covers-due-to-incorrect-ratings/>