RESTAURANT ROOF CHECKLIST

This is a roof checklist for a restaurant, a commercial kitchen, or any tenancy with grease laden extract. The roof above a kitchen fails differently from the roof above the dining room, and most of this checklist concerns the difference.

Run it quarterly where there is a grease hood, and tie it to the extract cleaning visit.

BEFORE YOU GO UP

Agree access with the kitchen. Hot extract, live gas and running refrigeration are all on this roof, and the safe time to walk it is rarely the middle of service.

Take a roof plan with the hoods, the units and the drains marked.

AROUND THE EXTRACT

LOOK AT	WHAT A PROBLEM LOOKS LIKE
☐ Membrane downwind of a hood	Dark staining fanning out, softened or sticky surface
☐ Grease containment	No filter box, a full pad, a box overflowing onto the roof
☐ The hood curb	Mastic at the corners, flashing slipped, fixings through the membrane
☐ Ductwork	Loose sections, open joints, grease at a seam
☐ Fan housings	Vibration marks, loose fixings, sealant failed at the base
☐ Drains downwind	Grease in the sump, a film on the strainer

THE REFRIGERATION AND EQUIPMENT

LOOK AT	WHAT A PROBLEM LOOKS LIKE
☐ Condensate discharge	A permanently damp patch, organic growth, staining
☐ Condensate pipework	Disconnected, broken, discharging short of the drain

LOOK AT	WHAT A PROBLEM LOOKS LIKE
☐ Unit bases and stands	Feet bearing directly on the membrane, pads crushed or moved
☐ Vibration damage	Fixings worked loose, sealant cracked at the base
☐ Gas and electrical runs	Resting on the membrane, fixings driven through the roof
☐ Panels and covers	Left open or propped after a service visit

THE TRAFFIC

LOOK AT	WHAT A PROBLEM LOOKS LIKE
☐ Walkway pads	Missing, or ending short of the equipment people service
☐ The actual route	Wear where the shortcut is, not where the pads are
☐ Impressions and punctures	Footprints, ladder feet, dropped tools, dragged equipment
☐ Near hatches and ladders	The busiest few square feet on the roof
☐ Evidence of recent work	New fixings, offcuts, sealant, scuffs nobody logged

THE DRAINAGE

LOOK AT	WHAT A PROBLEM LOOKS LIKE
☐ Outlets and strainers	Grease film, debris, dust and grit packed into the sump
☐ Standing water	Water held after dry days, often near a condensate discharge
☐ Scuppers and overflows	Blocked, missing, or staining the wall below
☐ Gutters	Grease deposits, debris, sagging, open joints
☐ Grease at ground level	Staining below a scupper or downpipe, which is a separate problem

INSIDE THE BUILDING

LOOK AT	WHAT A PROBLEM LOOKS LIKE
☐ Kitchen ceiling	Stains, sagging tiles, damp around a hood penetration
☐ Dining area ceiling	New staining, which is a commercial problem as well as a roof one
☐ Store rooms and cellars	Damp, staining, stock damage nobody has reported
☐ Plant and service voids	Trays, buckets or diverters somebody has accepted
☐ What the kitchen staff say	Where it drips, and in which weather

WHAT TO DO WITH IT

1. **Fix grease at the hood, not on the roof.** Containment ends it; cleaning only delays it.
2. **Pipe every condensate discharge to a drain.** This is a cheap permanent fix for a repeating repair.
3. **Keep an access log.** Most damage on this building type comes from a trade that is not roofing.
4. **Put pads where people actually walk.** Usually between the hatch and the units.
5. **Tie the roof check to the extract clean.** One visit, two jobs, at the right frequency.

Want the reasoning behind these checks? Read how building type changes the roof and what a maintenance program covers.

Walked by _____ Date _____ Roof _____