

# Quick Reference Guide

## 95 R&G



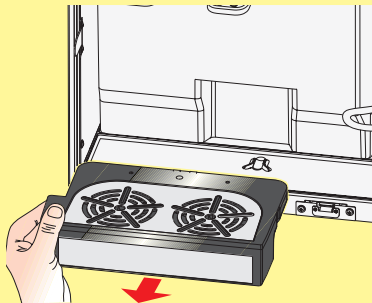
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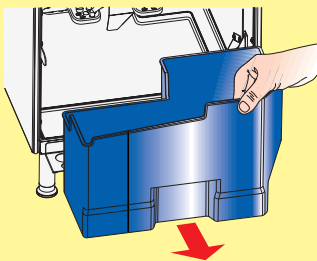
## Easy and thorough cleaning



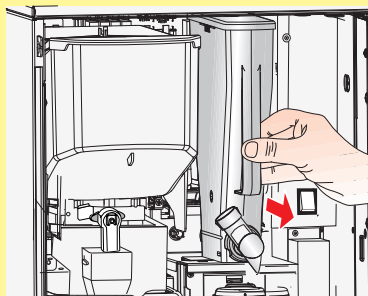
Open the door by turning the key clock-wise.



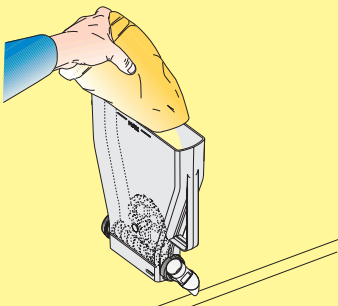
Remove lower drip tray and the upper plate, clean the parts with a sprayed wipe.



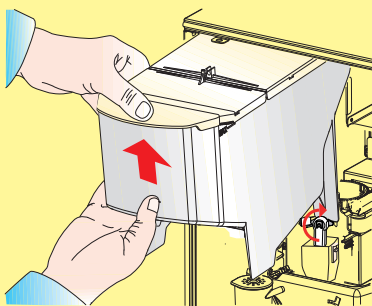
Pull out the waste bucket.



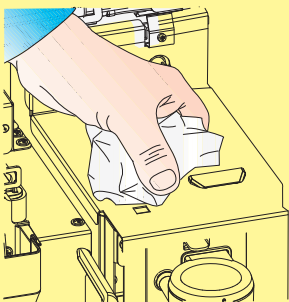
Close the outlet pipes of the instant canisters by pushing the pipes upwards. Pull out the canisters.



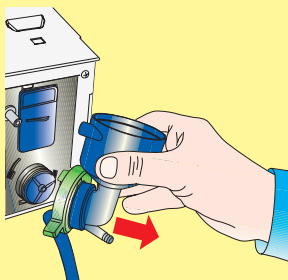
Place the canisters on a table and fill them with ingredients.



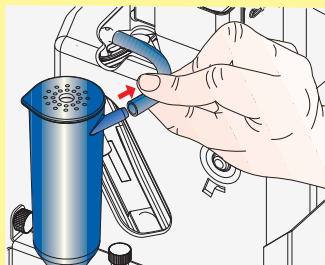
Close the outlet nozzle of the coffee canister by rotating the nozzle horizontally. Pull out coffee canister.



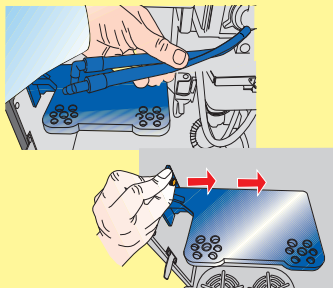
Clean the instant canister table.



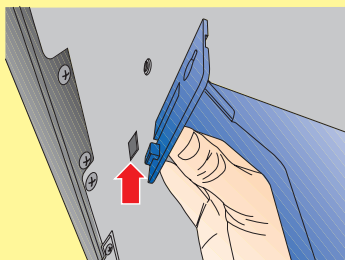
Remove the mixing bowls, powder traps and whippers.



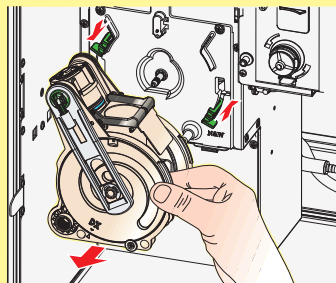
Remove all hoses from the diffuser and the outlets.



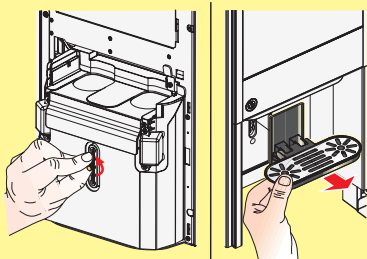
Remove nozzles from support. Unscrew knurls.



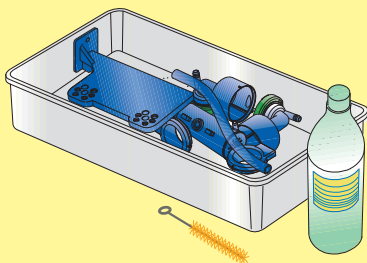
Remove nozzle support.



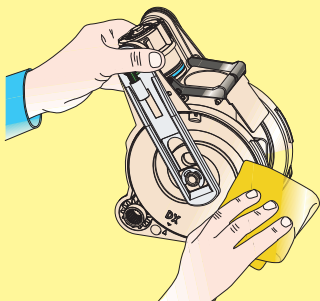
Remove all hoses, the cover in front of the brewer and coffee funnel. Remove the brewer.



Unscrew the knurl that fix external drip tray, clean external drip tray with a wet wipe.



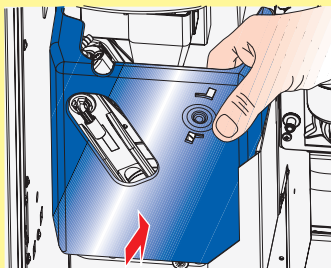
Leave all parts to soak for at least 15 minutes in a container filled with hot water and a mild detergent. Rinse with clean water.



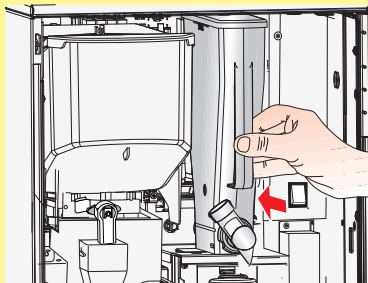
Rinse all parts thoroughly with clean hot water.



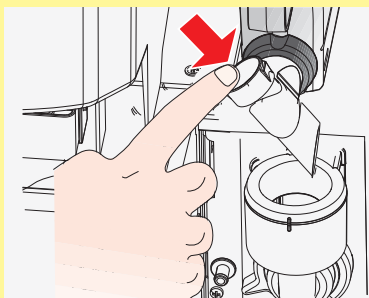
Make sure that no traces of dirt or detergent are left on the parts. Wipe all parts with a dry cloth.



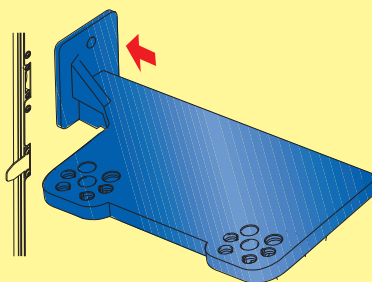
Reassemble and remount all parts.



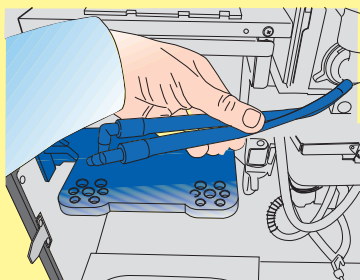
Replace the instant canister



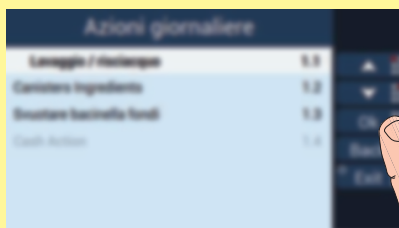
Open the outlet pipes by pushing the pipes down.



Remount nozzle support and outlet holders.



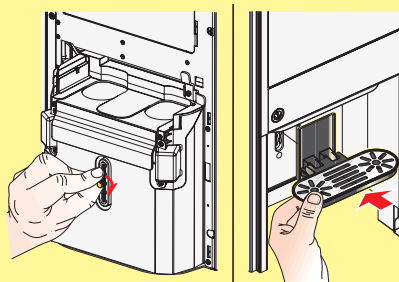
Pay attention to placing the nozzles in the correct position.



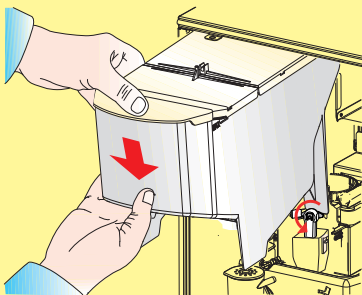
For rinsing: close the door (or simulate door closing by placing the yellow key into its slot) select "Daily actions" then press ok. select "Wash/rinse" then "Rinse mixer" or "Rinse with hot water" .



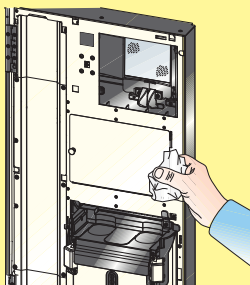
Select "Wash/rinse" then "Rinse Espresso", "Wash espresso with Pill" "Rinse mixer" or "Rinse with hot water" .



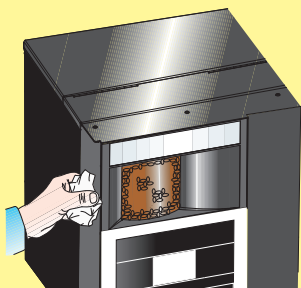
Replace the cupholder.



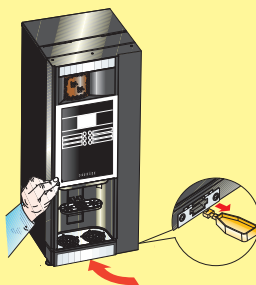
Replace coffee canister. Rotate the nozzle in vertical position.



Clean the door internally and externally with a clean wet cloth.



Clean the entire cabinet with a wet cloth.



Fill in the HACCP documentation book. Remove the yellow key, close the door and start up.

# HACCP Guidelines



## **Descaling**

- Depending on the hardness of the water, the filter and packing must be cleaned for every 25,000 drinks, even though the machine might still work.

## **Filing**

- When opening the bag of coffee, write the date on the bag.
- File the 'best before' date from the bag used to fill the machine.
- File the filled-in 'Cleaning Record Card'.

## **Training**

- Train the staff on HACCP guidelines.
- Implement the activities in the work routines.
- For further questions, please contact your service representative.

## Cleaning Record Card

Declaration: This machine has been cleaned in accordance with the cleaning instructions.

[illegible]

**Monthly inspection carried out by the cleaning supervisor**

Date	
Signature	
Comments	

**Keep this card together with the 95 machine  
(and file it when filled in)**