**CLEANING PROCEDURE**

**Daily**

1. Switch off and isolate from the electrical supply.
2. Cover electrics with clean plastic to waterproof.
3. Remove any gross debris and dispose of into a suitable waste container.
4. Thoroughly rinse all surfaces using fresh clean water to remove any remaining debris.
5. Apply **Mida Foam 198 VH** detergent foam solution to all surfaces working from the top down ensuring an even coverage.
6. Allow a minimum of 20 minutes contact time.
7. During the contact time scrub any stubborn staining using a designated pad. Pay particular attention to the internal / external surfaces, undersides, framework, guards, paddles, door hatch, door seal, tote bin hoists, lifting arms, extraction hood and seal.
8. Thoroughly rinse down all surfaces working from the top down using fresh clean water to remove chemical residues.
9. Visually inspect to ensure all surfaces are clean and free from soiling / debris. Pay particular attention to the key inspection points.
10. Reclean if necessary.
11. Spray disinfect all surfaces using **Mida Trisept** disinfectant solution ensuring an even coverage.
12. Allow a minimum of 15 minutes contact time.
13. Always rinse off remaining disinfectant and sanitisers with fresh clean potable water to prevent residues left on the surface containing the organic food.
14. Allow to air dry.
15. Remove plastic from electrics and wipe all surfaces including control panel with disinfectant wipes.
16. Dispose of pads / wipes after use.
17. Clean and remove all cleaning equipment from the area and return to the designated storage area.
18. Sign and compete hygiene control sheet once cleaning is complete.

**Weekly**

**Ensure all Mida Foam 198 VH has been removed from the area before cleaning with Acidfoam ELC**

1. Clean as per daily clean with the addition to replace **Mida Foam 198 VH** with **Acidfoam ELC**.
2. Remove the plugs.
3. After cleaning method is finished blenders are to be flushed using fresh clean water.
4. Open water valve and press request water on the control panel.
5. Allow to flush to work for a minimum of 30 minutes.
6. Shut water valve when finished.
7. Replace the plugs.

**Extraction Units**

1. Switch off and isolate from the electrical supply.
2. Cover electrics with clean plastic to waterproof.
3. Open the doors to access the internal surfaces for cleaning.
4. Remove any gross debris and dispose of into a suitable waste container.
5. Thoroughly rinse all surfaces using fresh clean water to remove any remaining debris.
6. Apply **Mida Foam 198 VH** detergent foam solution to all surfaces ensuring an even coverage.
7. Allow a minimum of 20 minutes contact time.
8. During the contact time scrub any stubborn staining using a designated pad. Pay particular attention to the internal surfaces, doors and seals.
9. Thoroughly rinse down all surfaces working from the top down using fresh clean water to remove chemical residues.
10. Visually inspect to ensure all surfaces are clean and free from soiling / debris. Pay particular attention to the key inspection points.
11. Reclean if necessary.
12. Spray disinfect all surfaces using **Mida Trisept** disinfectant solution ensuring an even coverage.
13. Allow a minimum of 15 minutes contact time.
14. Always rinse off remaining disinfectant and sanitisers with fresh clean potable water to prevent residues left on the surface containing the organic food.
15. Allow to air dry.
16. Remove plastic from electrics and wipe all surfaces including control panel with disinfectant wipes.
17. Dispose of pads / wipes after use.
18. Clean and remove all cleaning equipment from the area and return to the designated storage area.
19. Sign and compete hygiene control sheet once cleaning is complete.

**2 Monthly**

1. Switch off and isolate from the electrical supply.
2. Engineers to remove back panel held by engineering locks.
3. Remove any gross debris and dispose of into a suitable waste container.
4. Inspect internal surfaces for any food debris and remove by hand or wet vacuum.
5. Hand clean all surfaces using disinfectant wipes, paying particular attention to internal ledges, corners and edges.
6. Visually inspect to ensure all surfaces are clean and free from soiling / debris. Pay particular attention to the key inspection points.
7. Reclean if necessary.
8. Engineers to reassemble panels.
9. Dispose of pads / wipes after use.
10. Clean and remove all cleaning equipment from the area and return to the designated storage area.
11. Sign and compete hygiene control sheet once cleaning is complete.