**Unit Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Unit No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Instructions:**  Clean and sanitise the external surfaces and in particular hand contact surfaces regularly. Regularly check the interior for any growth of scum or slime inside the machine. If you see visible dirt inside the machine, it should be switched off, the ice thrown away and the machine cleaned.  **Ice machines must be deep cleaned at least monthly, but in high use areas, such as bars and cafes, deep cleaning should be completed fortnightly.**   * Isolate the ice machine from the mains power and secure the lid if necessary * Empty ice into manageable sized containers and discard * Remove all detachable parts, such as air filters, and clean and sanitise them. * Clean and sanitise all parts of the bin including the dispensing and drainage areas and the internal surface of the lid, ensuring a 1-minute sanitiser contact time is achieved * Pour some of the sanitiser solution down the drainage outlet * Rinse all areas with clean water and a clean cloth to remove any sanitiser residue * Safely reconnect the ice making machine with dry hands   Guidance: Good Hygiene Practice Guide No:16 – *Bar Service* |

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| **Make / Model** | **Serial / Identification No.** | **Location** |
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| **Year\_\_\_\_\_\_\_\_** | **Date of Cleaning** | **Corrective Action Taken** | **Signature** |
| **January** |  |  |  |
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| **February** |  |  |  |
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| **March** |  |  |  |
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| **April** |  |  |  |
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| **May** |  |  |  |
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| **June** |  |  |  |
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| **July** |  |  |  |
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| **August** |  |  |  |
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| **September** |  |  |  |
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| **October** |  |  |  |
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| **November** |  |  |  |
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| **December** |  |  |  |
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**Retain for 6 months**