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| **Floors** | **Daily** |  | ***Multi EL10*** | Nitrile/Latex-free Gloves EN374  Safety footwear | Sweep up debris. Apply cleaning product in hot water solution using clean mop or long handle scrubber, paying attention to floor/wall joint, around equipment and under and rear of equipment. Rinse with clean water and dry mop. Display hazard signage; allow to dry. |
| **Walls, Doors and Paintwork** | **Daily –spot clean**  **Weekly** |  | ***Multi EL10*** | Nitrile/Latex-free Gloves EN374 | Apply cleaning product in hot water solution with sponge, cloth or hand sprayer. Work down from higher areas. Rinse with clean water. Allow to air dry. |
| **Food Contact Surfaces** | **Before / after use**  **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove debris. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute) with a cloth or hand sprayer. Ensure that attention is given to legs and under edges. Rinse and allow to air dry or dry with paper towels. |
| **Cutting Boards** | **After use**  **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove debris. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute) with a cloth or hand sprayer and scrub. Rinse. Allow to air dry in board rack avoiding surfaces in contact.  Can be routinely washed in dishwasher. |
| **Refrigerators / Blast Chillers** | **Daily – spot clean** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove spillage / debris. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute) with a cloth or hand sprayer. Rinse and allow to air dry or dry with paper towels. | |
| **Weekly** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Transfer foods to cool place. Remove shelving and wash following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Clean interior surfaces. Pay particular attention to base section. Clean door seals and door handles. Rinse with clean water. Replace shelving and foods. | |
| **Freezers** | **Daily – spot clean** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove spillage / debris. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute) with a cloth or hand sprayer. Rinse and allow to air dry or dry with paper towels. | |
| **Monthly (or more frequently as required)** |  | ***Oasis Pro 20 and Aseptopol*** | Nitrile/Latex-free Gloves EN374 | Remove contents and store in refrigerator or alternative freezer. Turn off power and leave lid or door open [follow manufacturer's instructions if appliance is provided with a defrost facility]. Remove shelves and baskets if fitted and remove ice with plastic scraper. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute) with a cloth or hand sprayer. Replace shelves and baskets. Turn appliance back on and replace food when temperature has reduced to -18oC. | |
| **Can Opener** | **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove from bench mounting. Soak in cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Scrub cutter blade and assembly with a brush. Check for uneven blade wear or loose blade mount. Scrub the base plate mount at the table. Rinse and air dry. | |
| **Slicer**  Refer to manufacturer's instructions for detailed cleaning information. | **After use** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374  Cut resistant gloves | Zero the slice thickness plate. Remove detachable parts. Blade must only be removed with the use of the specific blade removing tool. Soak in cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Carefully brush or sponge all parts. Clean the blade separately. Rinse, air dry and re-assemble. Clean all other parts with cloth and cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute).  Clean the work surface under the slicer and adjacent walls. Do not re-connect power supply until required for use. | |
| **Mixer**  Refer to manufacturer's instructions for detailed cleaning information. | **After use** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove beater, extension ring and mixing bowl and transfer to pan wash. Scrub or wipe down mixer thoroughly using cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Rinse and air dry. Clean surfaces underneath appliance and adjacent walls.  Do not re-connect power supply until required for use. | |
| **Food Processor**  Refer to manufacturer's instructions for detailed cleaning information. | **After use** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Detach removable parts, soak and wash in cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Wash casing. Rinse and air dry. Stack cutting blades in the storage rack provided with the appliance after cleaning and sanitising. Clean surfaces and adjacent walls.  Do not re-connect power supply until required for use. | |
| **Potato Peeler** | **After use** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Detach removable parts, soak and wash in cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Flush machine through with cold water to remove all peelings and debris. Remove collecting tray/basket, empty contents and wash. Thoroughly rinse interior drum and basket surround. Clean external casing. Rinse all parts thoroughly and re-assemble. Allow to air dry and leave cover off until required for use. Clean underneath and adjacent walls.  Do not re-connect power supply until required for use. | |
| **Potato Chipper** | **After use** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374  Cut resistant gloves | Detach removable parts, soak and wash in cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Scrub cutting blades and hopper attachment using hard brush. Clean external casing. Rinse thoroughly, allow to air dry and re-assemble. Clean underneath and adjacent walls.  Do not re-connect power supply until required for use. | |
| **Fryer**  Refer to manufacturer's instructions for detailed cleaning information. | **After Use** |  | ***Greaselift***  ***Multi EL10*** | Nitrile/Latex-free Gloves EN374 | Switch off appliance and allow oil to cool to 40oC. Remove food particles with fine wire mesh web. Clean outside of fryer using Greaselift to remove spilt oil. Wash frying baskets using Multi EL10 or Greaselift if heavily soiled. Dry and replace.  Top up oil to required level if necessary. | |
| **Weekly** |  | ***Multi EL10*** | Nitrile/Latex-free Gloves EN374 | Switch off appliance and allow oil to cool to 40oC. Drain and filter oil into a receptacle. Fill fryer with hot water to level required. Add Greaselift cleaning product. Soak for 10 to 15 minutes. Submerge all baskets and utensils in solution; soak for 5 to 10 minutes. Remove carbonised deposits from top of fryer with a stiff brush.  Drain and rinse thoroughly, allow to air dry.  Re-fill with filtered oil and top up to required level. Clean outer casing, lid and surround to drain tap. Replace lid in position. | |
| **Ovens and Grills**  Refer to manufacturer's instructions for detailed cleaning information. | **After use** |  | ***Multi EL10*** | Nitrile/Latex-free Gloves EN374 | Switch off power supply and allow to cool. Wash all surfaces using Multi EL10 and rinse. Brush floor under appliance and clean up spillages. | |
| **Weekly** |  | ***Greaselift*** | Nitrile/Latex-free Gloves EN374 | Switch off power supply and allow to cool. Spray Greaselift onto **warm** surfaces and allow contact time of 3-5 minutes. Clean all surfaces, starting from the top and working downwards. Rinse off with water and allow to air dry.  For stubborn soiling, repeat application and use scouring pad or brush. | |
| **Steamer** | **After Use** |  | ***Greaselift*** | Nitrile/Latex-free Gloves EN374 | Switch off power supply and allow to cool. Turn off water supply. Remove trays and shelving for cleaning in pan wash. Scrub all surfaces with Greaselift. Clean door drip tray including drainage hole. Rinse and air dry. Leave door slightly ajar to ventilate. | |
| **Monthly or as required** |  | ***Delimer EL 60*** | Nitrile/Latex-free Gloves EN374 | As required  Brush surfaces with descaling solution, rinse with warm water and allow to air dry. | |
| **Tea/Coffee Boiling Urns** | **Monthly** |  | ***Multi EL 10*** | Nitrile Latex free Gloves EN374 | Switch off power supply and allow to cool. Fill with Multi EL10 and leave to soak for 10 to 15 minutes. Scrub out and drain. Rinse thoroughly and allow to air dry. | |
| **Bain Marie and Hot Cupboards** | **After Use** |  | ***Multi EL10*** | Nitrile/Latex-free Gloves EN374 | Switch off power supply and allow to cool. Remove containers and transfer to dishwasher / pan wash. Where a water bath is incorporated, drain to waste and clean out the bath. Clean all surfaces and rinse. Remove deposits from door runners with a stiff brush. Brush floor under appliance and clean spillages. | |
| **Monthly or as required** |  | ***Multi EL10***  ***Delimer El 60*** | Nitrile/Latex-free Gloves EN374 | Dismantle the shelves and doors if detachable. Scrub all parts with Multi EL10, rinse and air dry. Re-assemble.  TO DESCALE: Brush surfaces with descaling solution, rinse with warm water and allow to air dry. | |
| **Display Cabinet** | **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove all food items. Carefully remove doors and take out detachable shelving. Remove all food particles. Clean using Multi EL10, rinse and air dry. Replace doors and shelving but leave doors open to assist in air drying, until next use. | |
| **Microwave Oven**  Refer to manufacturer's instructions for detailed cleaning information. | **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove turn-table plate [if applicable] and wash in cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Clean interior surfaces, paying particular attention to the top surface and to the corner joins. Clean exterior casing and door. Rinse and allow to air dry. Leave door slightly ajar until next use. | |
| **Sinks and Wash Hand Basins** | **Daily or after use** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Clean with cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Remove tide marks from the bowl and drainer with a scouring pad or cloth. Clean taps, waste outlets and splash-backs. Rinse all surfaces and air dry.  Ensure supply of towels and soap is available at hand wash basin. | |
| **Waste disposal unit** | **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Switch off power supply. Disconnect the baffle plate [restrictor plate] and remove if possible. Remove strainer if fitted and clean. Remove solid waste from machine and scrub all parts. **Do not access the blades**. Clean exterior casing and adjacent wall surfaces. Re-assemble, re-connect power supply and operate water supply only, for one minute.  Switch off and isolate from power supply until next required for use. | |
| **Waste Bins** | **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Empty bins regularly throughout the day. Do not allow contents to overflow. Wash out empty bin or bin liner holder with cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Clean external casing and the lid, paying attention to underside of lid. Rinse and allow to air dry. | |
| **Equipment Racks and Shelving** | **Weekly** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove stock and utensils/equipment from shelves and racking. Sweep debris off surfaces and sweep floor under. Clean with cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute), rinse and allow to air dry. Replace stock and utensils/equipment. | |
| **Dining Room Tables and Chairs** | **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Clean with sponge, cloth or hand sprayer. Wipe down table tops, edges, under-edges, seats and chair legs. | |
| **Vending Machines**  Refer to manufacturer's instructions for detailed cleaning information | **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove spillage / debris. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute) with a cloth or hand sprayer. Rinse and allow to air dry or dry with paper towels.  Complete the Vending cleaning record card. | |
| **Temperature Probes** | **Before/ after use** |  | ***EcoBac wipes*** |  | Remove debris. Wipe thermometer / probe with wipe. | |
| **Trolley & wheels** | **Weekly** |  | ***Multi EL 10*** | Nitrile/Latex-free Gloves EN374 | Remove debris. Apply Multi EL10 with a cloth or hand sprayer. Ensure that attention is given to handles, legs, wheels and under edges. Rinse and allow to air dry or dry with paper towels. | |
| **Bulk Storage Bins** | **Weekly** |  | ***Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove food product. Wash out empty bin. Clean external surfaces and lid, paying attention to underside of lid and the handles [if fitted]. Rinse and allow to air dry. Ensure scoop is cleaned daily & stored outside the container. | |
| **Paper Towel & Soap Dispensers** | **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove debris. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute) with a cloth or hand sprayer. Rinse and allow to air dry or dry with paper towels. | |
| **Food wrap Dispensers** | **Daily** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove debris. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute) with a cloth or hand sprayer. Rinse and allow to air dry or dry with paper towels. | |
| **PPE – safety goggles** | **After use** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Remove debris. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute) with a cloth or hand spray. Rinse and allow to air dry or dry with paper towels. | |
| **Ice Machine**  Refer to manufacturer's instructions for detailed cleaning information. | **Weekly** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Turn off unit & disconnect power supply. Remove remaining ice/ water in the storage cabinet and discard. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Clean external surfaces. Rinse and allow to air dry or dry with paper towels. | |
| **Milk Dispenser** | **Weekly** |  | ***Aseptopol EL75 or Oasis Pro 20*** | Nitrile/Latex-free Gloves EN374 | Turn off unit & disconnect power supply. Remove milk container and refrigerate. Apply cleaning product following manufacturer’s instructions for dilution (30ml per 600ml water) / contact time (1minute). Clean external surfaces including door seals. Rinse and allow to air dry or dry with paper towels. | |
| **Coffee Machines**  Refer to manufacturer's instructions for detailed cleaning information. | **Daily / Weekly** |  | ***Various depending on machine.*** |  | Follow Manufacturers instructions and use only prescribed cleaning chemicals in correct quantity. Ensure prescribed PPE is worn when handling. Ensure **“Do Not Operate - Cleaning in Progress”** sign is put in place during cleaning. | |
| **Add any additional equipment / cleaning tasks below.** |  |  |  |  |  | |
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