

Business Enterprises of Texas

T W C / B E T

November 2016

Equipment Preventive Maintenance

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Table of Contents

[Introduction 1](#_Toc465943200)

[Signs Your Equipment Might Need Maintenance 1](#_Toc465943201)

[Foodservice Maintenance: Five Things to Avoid 2](#_Toc465943202)

[Equipment Failures Checklist 2](#_Toc465943203)

[Weekly Basic Preventative Maintenance 3](#_Toc465943204)

[Grill Scrapers And Turners 3](#_Toc465943205)

[Plastic Cutting Boards 3](#_Toc465943206)

[Wooden Cutting Boards 3](#_Toc465943207)

[Stainless Surfaces 3](#_Toc465943208)

[Stainless Steel Equipment 3](#_Toc465943209)

[Refrigerators and Freezers 4](#_Toc465943210)

[Hoods and Filters 4](#_Toc465943211)

[Meat Slicer - 4](#_Toc465943212)

[Steam table & Cold table 4](#_Toc465943213)

[Drains 4](#_Toc465943214)

[Monthly Preventative Maintenance 5](#_Toc465943215)

[Condensers 5](#_Toc465943216)

[Evaporator Fans 6](#_Toc465943217)

[Refrigeration 7](#_Toc465943218)

[Ice Dispenser 7](#_Toc465943219)

[Ice Machine - Chest Model: 8](#_Toc465943220)

[Sandwich Bar 9](#_Toc465943221)

[Reach in Refrigerators 9](#_Toc465943222)

[Freezers 10](#_Toc465943223)

[Walk-in Refrigerator & Freezer 11](#_Toc465943224)

[Cooking 12](#_Toc465943225)

[Fryer 12](#_Toc465943226)

[Ranges 12](#_Toc465943227)

[Combi Oven 13](#_Toc465943228)

[Convection Oven 13](#_Toc465943229)

[Alto Sham Smoker 13](#_Toc465943230)

[Microwave Oven 14](#_Toc465943231)

[Char broilers 14](#_Toc465943232)

[Electric Griddle 15](#_Toc465943233)

[Gas Grill 16](#_Toc465943234)

[Rotisserie 17](#_Toc465943235)

[Convection Oven/Steamer Combo 17](#_Toc465943236)

[Conveyor Oven 18](#_Toc465943237)

[Hoods and Ventilation 19](#_Toc465943238)

[Food Preparation 20](#_Toc465943239)

[Meat Slicer 20](#_Toc465943240)

[Weekly 20](#_Toc465943241)

[Monthly 20](#_Toc465943242)

[Food Processor 20](#_Toc465943243)

[Mixer 21](#_Toc465943244)

[Can Opener - Table Mounted 21](#_Toc465943245)

[Kitchen Knives, Sharpening 23](#_Toc465943246)

[Service Line 24](#_Toc465943247)

[Soft Drink Dispenser 24](#_Toc465943248)

[Coffee Machine 26](#_Toc465943249)

[Iced Tea Maker 26](#_Toc465943250)

[Steam Table 27](#_Toc465943251)

[Cold Well 27](#_Toc465943252)

[Other Equipment 28](#_Toc465943253)

[Stainless Shelving 28](#_Toc465943254)

[Garbage Disposals 28](#_Toc465943255)

[Weekly Basic Preventative Maintenance Schedule 30](#_Toc465943256)

[Grill Scrapers And Turners 30](#_Toc465943257)

[Plastic Cutting Boards 30](#_Toc465943258)

[Wooden Cutting Boards 30](#_Toc465943259)

[Stainless Steel Equipment (other than Food Prep surfaces) 30](#_Toc465943260)

[Refrigerators and Freezers 30](#_Toc465943261)

[Steam table & Cold table 30](#_Toc465943262)

[Drains 30](#_Toc465943263)

[Monthly Basic Preventative Maintenance Calendar 31](#_Toc465943264)

[Weekly Basic Preventative Maintenance Calendar 33](file:///C%3A%5CUsers%5Calviscal%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5Cjoegon%5CDocuments%5CCD%202016%5CTraining%20Manual%5CEquipment%20Preventive%20Maintenance%20J.doc#_Toc465943265)

[Grill Scrapers And Turners 33](file:///C%3A%5CUsers%5Calviscal%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5Cjoegon%5CDocuments%5CCD%202016%5CTraining%20Manual%5CEquipment%20Preventive%20Maintenance%20J.doc#_Toc465943266)

[Plastic Cutting Boards 33](file:///C%3A%5CUsers%5Calviscal%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5Cjoegon%5CDocuments%5CCD%202016%5CTraining%20Manual%5CEquipment%20Preventive%20Maintenance%20J.doc#_Toc465943267)

[Wooden Cutting Boards 33](file:///C%3A%5CUsers%5Calviscal%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5Cjoegon%5CDocuments%5CCD%202016%5CTraining%20Manual%5CEquipment%20Preventive%20Maintenance%20J.doc#_Toc465943268)

[Stainless Steel Equipment (other than Food Prep surfaces) 33](file:///C%3A%5CUsers%5Calviscal%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5Cjoegon%5CDocuments%5CCD%202016%5CTraining%20Manual%5CEquipment%20Preventive%20Maintenance%20J.doc#_Toc465943269)

[Refrigerators and Freezers 33](file:///C%3A%5CUsers%5Calviscal%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5Cjoegon%5CDocuments%5CCD%202016%5CTraining%20Manual%5CEquipment%20Preventive%20Maintenance%20J.doc#_Toc465943270)

[Steam table & Cold table 33](file:///C%3A%5CUsers%5Calviscal%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5Cjoegon%5CDocuments%5CCD%202016%5CTraining%20Manual%5CEquipment%20Preventive%20Maintenance%20J.doc#_Toc465943271)

[Drains 33](file:///C%3A%5CUsers%5Calviscal%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5Cjoegon%5CDocuments%5CCD%202016%5CTraining%20Manual%5CEquipment%20Preventive%20Maintenance%20J.doc#_Toc465943272)

# Introduction

Equipment is the largest expense in the B E T program. It is expensive, and when it breaks down, your business may suffer losses in sales and profitability, face challenges in food safety and even employee moral can be affected.

There are three considerations when discussing equipment:

1) Use;

2) Cleanliness;

3) Preventive Maintenance.

1. Use: It is important that you are shown how to properly use the equipment in your training location, and your assigned facility. We will discuss some common pieces of equipment during training.
2. Cleanliness: Practicing good sanitation procedures is an on-going activity. Cleanliness is an attitude. Studies have shown that a customer will judge the overall quality of your operations by your cleanliness and sanitation practices. A tool that you and your employees can use to assure cleanliness is a Cleaning Checklist. A copy of a comprehensive list follows. You can revise this to use in your facility.
3. **Preventive Maintenance: Keeping equipment in good repair is a must. 80% to 90% of B E T equipment repairs are due to lack of Preventive Maintenance programs in each facility. You will be given a Preventive Maintenance calendar to remind you when to complete tasks. This chapter includes the instructions for completing Preventive Maintenance tasks.**

## Signs Your Equipment Might Need Maintenance

When trying to decide if a piece of equipment requires service, Commercial Food Equipment Service Association (C F E S A) suggests asking the following questions:

* Are hinges, handles, knobs, grates, etc. all in good condition?
* Does the gas-fired equipment burn a steady blue flame?
* Are motors noisy or don't turn at all?
* Are temperatures with +/- 5 degrees F of the desired setting?
* Are door gaskets worn or torn?
* Is water fed equipment de-limed on a periodic basis?
* Is the hood system operating?
* Are hood filters clean?
* Is the fire suppression system operational?
* Has the fire suppression system been inspected recently?
* Are all utilities confirmed on and resets checked?

And, when a technician diagnoses the problem with a piece of equipment, managers should take the time to understand what caused it.

## Foodservice Maintenance: Five Things to Avoid

When caring for various items, C F E S A suggests avoiding the following:

* Hosing down equipment.
* Neglecting filter changes.
* Improper application or use.
* Operating equipment with frayed, burned power cords or exposed wiring.
* Operating any equipment without knowing proper operation and use as outlined in the owner's manual.

## Equipment Failures Checklist

1. Are circuit breakers tripped?

2. Is unit plugged in properly?

3. Is reset button pushed in?

4. Is on/off switch in correct position?

5. Are condenser coils clean?

6. Are moving parts free of obstructions?

# Weekly Basic Preventative Maintenance

## Grill Scrapers And Turners

Sharpen leading edges.

## Plastic Cutting Boards

Soak in a solution of bleach (200 PPM) overnight

If black lines appear sand the surface with a belt sander using a very course sanding belt. Wash, rinse and sanitize.

## Wooden Cutting Boards

To maintain the wooden surface and keep the boards from drying out rub with a food grade oil like mineral oil. DO NOT SAND.

## Stainless Surfaces

Keep clean at all time. Do not use acid cleaners. Do not use more than 200 ppm bleach solution on the surface.

**MURIATIC ACID SHOULD NEVER BE USED ON OR NEAR STAINLESS STEEL**

Do not use stainless cleaner like Shelia Shine on food contact surfaces due to its toxicity.

## Stainless Steel Equipment

(Other than Food Prep surfaces)

Keep clean at all time. Do not use acid cleaners. Do not use “Dawn” dish wash detergent. Do not use more than 200 ppm bleach solution on the surface. Heavy bleach solutions damage the surface. Since the surface is not a food contact surface it is not necessary to sanitize it. Sanitizer solution on the door handle is fine use no more than 200PPM.

Muriatic acid should never be used on or near stainless steel

Do not use stainless cleaner like Shelia Shine (toxic).

## Refrigerators and Freezers

Inspect evaporator coils for ice build-up and dripping.

Inspect drain lines for blockage.

## Hoods and Filters

Remove and Clean Filters, Replace if Needed

Check for Grease Build-Up In Ducts

Clean stainless Hood and lights.

## Meat Slicer -

Lubrication

The motor and knife bearings are permanently lubricated - do not add oil or grease. To insure continued smooth operation of sliding parts, use the oil supplied with the slicer or a light mineral oil as follows:

Apply about ten drops of oil to platform shaft every two months. NOTE: Shaft must be clean before lubricating.

Apply 2-3 drops of oil to food pusher shaft and knife cover shaft after each cleaning.

Sharpen blade as needed.

## Steam table & Cold table

Delime and remove scale build up.

## Drains

All drains treated with strong bleach solution of 1/2 cup per gallon of water. For example, ice machine, soda fountain, floor, etc.

# Monthly Preventative Maintenance

## Condensers

Condensers are located on ALL refrigeration and freezer units.

Supplies

2" paint brush or short handled brush

Screwdrivers - flat head and Phillips

Towels

Small adjustable wrench

Container of hot soapy water

Location

Refrigerators, freezers and merchandisers - either on the front top or front bottom.

Ice cream merchandiser - front right side bottom.

Soft drink dispenser - top of unit generally facing toward front. Remove top of unit.

Sandwich bar - back of unit, lower right side.

Ice machine - counter models with dispenser usually located on side or back of ice maker unit. Floor model generally on side or back of unit.

Hexagon merchandiser - bottom of unit.

Procedures

Turn unit off or unplug. Do not plug back in for about 5 minutes. If unit is running it will suck dust into it.

Remove vent panel by removing screws. Clean panel. Most panels are screwed on, some slide on.

using brush, clean condenser fins with downward strokes moving in direction of fins. Do not bend fins. Be careful, they are sharp. Catch dust in your free hand. Wipe unit and area with a towel.

condenser fins are covered in grease, use container of hot soapy water and short handle brush to clean. Brush in even downward strokes. Clean water off floor with towel or mop.

Empty drain pan if necessary. Usually located at bottom or back of unit. If not too full, remove pan, pour water down sink. Clean, sanitize pan, put back.

If very dusty, may have to vacuum.

If extremely grease laden, may have to have unit professionally steam cleaned.

Put vent panel back on unit.

Turn on or plug in.

## Evaporator Fans

Evaporators are located on all refrigeration and freezer units.

Supplies

Screwdrivers - flathead and Phillips

Towel - damp

Location

Inside top center cabinet area of refrigeration and freezer units when you open the doors. On double door units there are usually two fan units.

Procedures

Turn evaporator fans off if there is a switch on the unit.

Unplug unit for safety.

Remove grate or perforated panel covering fan. Usually screwed on. Sometimes plastic caps are put over screws. You may need to remove the caps by prying off with a small flathead screwdriver.

Wipe down fan blades, housing unit, and grate, panel.

Replace grate or panel.

Plug unit back in. Turn fans on.

# Refrigeration

General:

Maintain HACCP temperature logs, "open-shift change-close" daily, unusual patterns observed allow scheduling service prior to product loss emergencies

Keep evaporator coils (cold air) and condenser coils (warm air) clean. Never obstruct airflow of fans.

Never place un-refrigerated or heated product in "design for storage" equipment. Use ice baths or blast chill / freeze equipment.

Do not overstock storage units with product. Air should move freely around all items, especially sides and bottom. Cold pans should never be greater than 2/3 full (no mounding). Keep pans in place constantly (1 out / 1 in).

All evaporator coils should be free of ice by visual inspection at all times.

All door gaskets should seal from outside air completely. Gaps will have a big impact on performance. Cold pans should sit flush in place, no bent corners.

Prior to placing a service call:

check that power is on and observe temperature pattern for one hour to avoid false alarms (check resets).

Make sure the breaker is set

If a reset button is available press it to ensure the unit is operational.

Make sure the fan is not obstructed.

Check the condenser coil for cleanliness.

## Ice Dispenser

This procedure should be performed a minimum of once every six months.

The ice machine and bin must be disassembled cleaned and sanitized

All ice produced during the cleaning and sanitizing procedures must be discarded

Removes mineral deposits from areas or surfaces that are in direct contact with water

**Heavily Scaled Cleaning Procedure Yearly**

Perform this procedure if you have some or all of these symptoms.

Ice machine stops on Safety Shutdown

Your water has a high concentration of minerals

The ice machine has not been on a regular maintenance schedule.

## Ice Machine - Chest Model:

Toward the end of the month, let the ice level in the chest model ice machine run low. Machine can be turned off or unplugged.

Supplies

Large pot

Towel

Sanitizer solution

Procedure

Melt any remaining ice with hot water.

Wipe out inside of storage bin.

Sanitize with sanitizer solution.

Heavily Scaled Cleaning Procedure

Perform this procedure if you have some or all of these symptoms.

Ice machine stops on Safety Shutdown

Your water has a high concentration of minerals

The ice machine has not been on a regular maintenance schedule.

## Sandwich Bar

Maintaining refrigerated prep tables is not only important from a food safety standpoint, but also helps ensure optimum energy efficiency.

There are important steps managers should take to properly care for this equipment.

Clean the condenser coil on a quarterly or, ideally, on a monthly basis. A dirty coil reduces efficiency and shortens the compressor life.

Check gaskets regularly to ensure there is a proper seal and air is not let in. Air moisture can cause the coil to freeze, requiring a manual thaw in the unit.

Clean and dry cutting boards daily.

Clean food zones and the hood assembly over the pans at the end of each day.

Using improper cleaners can cause pitting and rusting on prep tables. Minimize the use of cleaning chemicals with chlorides and ensure prep tables are properly rinsed off when using cleaners so as not to compromise the finish.

Occasionally, doors may get out of level. This may compromise the door seal and cause air leakage into the cabinet. Sagging doors can be remedied on most units by adjusting the hinges.

Note that refrigerated prep tables are not made for storing food ingredients overnight. At the end of each day, food should be removed from the pans and properly stored. The empty pans are then replaced on top of the table's cabinet.

## Reach in Refrigerators

Although regularly cleaning the condenser can help extend a roll-in's service life, there are other basic maintenance requirements that should be regularly performed.

The cabinet's interior should be wiped out daily. Spills should be cleaned up and food debris removed when necessary.

Clogged condenser coils are the main cause of compressor failure. Depending on the application, coils should be cleaned monthly or every other month at minimum.

**HOW TO CLEAN THE CONDENSER:**

1. Disconnect the electrical power to the unit.
2. Open or lift and hold top louvered grill or other enclosure is necessary.
3. Clean off accumulated dirt from the condenser coil with a stiff bristle brush. Vacuum or otherwise remove the dirt, lint, or debris from the finned condenser coil area.
4. If you have a significant dirt build up you can blow out the condenser with compressed CO2 air.

**(CAUTION MUST BE USED** to avoid eye injury. Eye protection is recommended.)

1. When finished be sure to close the louvered grill or other enclosure.
2. Reconnect the electrical power to the unit.

Managers should check often for torn gaskets, as these will prevent doors from sealing properly and compromise storage temperatures. This is dangerous in terms of food safety. The solution used to clean gaskets should not contain alcohol or chlorine, as they are drying agents that will shorten the life of the gaskets.

Special attention should be given to the ramp and seal on the bottom of the unit, which should be kept clean.

Evaporator fins should be cleaned often, especially when the unit is exposed to grease.

## Freezers

The most important thing you can do to maintain any refrigerator or freezer and extend its life, is to keep the condenser clean. Performance of the air-cooled condensing unit, located on top of the cabinet, depends exclusively upon the amount of air passing through the condenser fins. Your refrigerator or freezer will run more efficiently, consume less energy, and provide a maximum of trouble-free service throughout its lifetime if the condenser is kept clean and an adequate supply of clean, cool air is provided at all times. Periodically (at least once a month) inspect the condenser coil, which is located directly behind the front grill, to check for debris or blockage.

If the condenser coil is dirty or dusty follow the procedure below.

**HOW TO CLEAN THE CONDENSER:**

1. Disconnect the electrical power to the unit.
2. Open or lift and hold top louvered grill or other enclosure is necessary.
3. Clean off accumulated dirt from the condenser coil with a stiff bristle brush. Vacuum or otherwise remove the dirt, lint, or debris from the finned condenser coil area.
4. If you have a significant dirt build up you can blow out the condenser with compressed CO2 air.
5. (CAUTION MUST BE USED to avoid eye injury. Eye protection is recommended.)
6. When finished be sure to close the louvered grill or other enclosure.
7. Reconnect the electrical power to the unit.

**CAUTION:** condenser fin plates are made from thin metal and have sharp edges. Always wear gloves. Use caution when working on or around the condensing unit to prevent cuts and avoid damaging fins, tubing and other components. Failure to properly clean the condenser regularly will cause excessive compressor load, reducing the performance and efficiency of your unit. This can result in premature failure and void your warranty.

**CHECK YOUR EQUIPMENT PERIODICALLY**. If you see any signs of rust, clean the area immediately, with a plastic scrubbing pad. If surface rust is removed promptly, permanent corrosion, pits and cracks may be avoided. Special stainless steel polishes, that can help restore the protective coating on your equipment, are available from a variety of retailers.

## Walk-in Refrigerator & Freezer

Combination walk-in refrigerators and freezers require the same basic maintenance requirements as single-use units.

As with single-use units, proper walk-in maintenance is crucial with combination units to maximize the equipment's service life and energy efficiency. Below are basic requirements for cleaning and maintenance, but foodservice managers should also follow the manufacturer's recommendations.

Perform regular daily cleaning to help maintain the equipment.

**Weekly**

Inspect evaporator coils for ice build-up and dripping.

Inspect drain lines for blockage.

**Monthly**

Thoroughly vacuum condensers. Dirt or debris blocking a condenser can cause the unit to overheat and fail. If the compressor fails during the warranty period because it was not properly cleaned, the manufacturer probably will not cover this claim.

Visually inspect doors to check for torn gaskets and seals, which can leak energy.

Check evaporator fan blades to ensure there are no nicks that will compromise operation.

**Semi-Annual**

Units should be regularly serviced by a certified refrigeration technician.

# Cooking

## Fryer

***For all Fryers:***

Do not start a fryer without oil.

Check all areas for grease leaks.

To remove caramelized oil deposits, perform regular boil-outs of the fry tank according to manufacturer's guidelines.

Keep controls clean and free of grease build-up.

Check thermostat and hi-limit probes for leaks.

Inspect all probes for cleanliness. A dirty probe can provide incorrect temperature readings, resulting in poorly cooked foods.

Replace broken knobs as soon as possible. A broken knob can result in a unit over- or under-cooking food or even result in a fryer being left on overnight.

For electric fryers, check the power cord and connections.

For gas fryers, check the pilot light regularly to make sure it is maintaining a proper flame.

## Ranges

Ranges and range/oven combos are among the essential pieces of cooking equipment. Those operations that use them depend of them for a huge number of tasks, from making pasta to cooking burgers to sautéing vegetables to baking deserts and much, much more.

Clean ranges with soap and water using a cloth, sponge or fiber brush

Inspect burners for cracks

Keep burner valves greased

Keep burner ports clear and open

Never stand on oven doors

Check that oven racks are level

Check that oven door closes tightly

Check that gas cocks turn smoothly

Check grease drawer for proper drainage and leaks.

## Combi Oven

• Keep an eye on the basics: worn out gaskets, loose door hinges and broken knobs and frayed power cords can all impact a combi oven's performance and lead to substandard food or even a breakdown.

• Follow the manufacturer's instructions for daily and weekly maintenance. That includes using the factory-recommended cleaning solutions for de-scaling and de-liming.

• Keep your ears open. If a unit is noisy, it could be a sign of an emerging problem, such as a malfunctioning fan motor.

• Since combi ovens use water, the quality of this water can impact performance. Make sure to keep your restaurant's water filtration system properly maintained, including regularly changing out the actual filters.

## Convection Oven

Clean oven routinely. Scrape off any food spills from the interior oven walls and bottom pan. Use a soft spatula or a rough cloth to remove encrusted material.

• Check venting system annually.

• Apply cleaners when the oven is cold.

• Inspect all areas to ensure oil, grease, or food accumulation is removed at all times..

• Chain lubrication -- grease once a year with all-purpose high temperature grease.

## Alto Sham Smoker

There are a number of factors to consider when maintaining these units.

Scrub and clean smokers daily. This should include all cooking surfaces and areas where drippings may collect.

Sanitize all food contact surfaces on these units each day.

Although managers like the smoke to season the unit's interior, this surface should be cleaned thoroughly at least weekly. The smoker walls can be scraped and washed with soap and water. Larger units can be cleaned with a power washer.

The smoker's ash should be dumped daily, depending on the type of smoker. Electric models and those that don't utilize large amounts of wood won't have as much accumulation.

Because wood produces a great amount of creosote, and excessive grease-laden vapors can also be an issue, flue cleaning and maintenance is essential with smokers that utilize full-size logs.

Units that use pellets don't create as much creosote. With these smokers, the flue should be brushed every six months.

## Microwave Oven

Microwaves are simple units that require minimal maintenance. Still, there are steps managers can follow to prolong the service life of these units.

Proper cleaning and maintenance are keys to safe and sanitary microwave use.

Routine maintenance for these units is simple, but necessary.

Regularly inspect and clean air intake filters to keep components cool and help evacuate odors.

Clean the oven interior with soap and water. Some units come with a clean filter reminder option.

Spills should be wiped up as they occur. Covering food that splatters during cooking will help keep oven cavities clean. Some units offer sealed ceramic bottoms that help prevent spills from leaking underneath the oven.

Rather than spraying cleaners directly onto components, which can compromise the oven's electronic system, apply the solution to rags or towels and then wipe the oven clean.

Once a month, check microwave performance by heating a cup of water up to a boil in a defined amount of time. For example, in a 1000-watt unit, boiling time is two minutes and 55 seconds. For a 2000-watt unit, this time is reduced to one minute 30 seconds. This field experiment ensures the oven and its heating elements are operating properly.

## Char broilers

While some of these steps may be best left to a service agent, others can be carried out by kitchen employees:

Keep the unit clean. Clean grease troughs and the exterior service daily.

Burn off grates by placing on broiler face down.

Keep air shutters clean.

Keep pilots clean.

Replace elements and grates twice annually.

Check for proper ventilation.

## Electric Griddle

Griddle and grill maintenance is important from a safety standpoint, since grease build up represents a significant fire hazard. As a result, foodservice employees and service agents should perform a number of regular tasks to keep these units in safe operating condition.

Proper cleaning and maintenance is extremely important with both grills and griddles. Not only will this prolong the service life, but also ensure safe operation.

There are a number of tasks that should be performed on a regular basis.

Clean grills and griddles daily. Scrape and clean grill grates with a wire brush on a daily basis to remove all food particles. Submerging hot cast iron grates in a cold sink could cause them to crack. Regularly scrape and wipe down griddle surfaces with either soapy water or a mixture of water and lemon juice to strip off grease.

Each day, clean and refill a grill's water tub and regularly empty and clean grease cups.

Take apart and wipe down grills once or twice a week, depending on frequency of use and products being cooked.

Check and clean in a pot sink grill radiants at least once a week.

Grill briquettes need to be rotated weekly to ensure debris is burned off during cooking.

Replace radiants and briquettes every six to 12 months, depending on volume.

Grill burners should be checked monthly for cracks and pin holes, which can cause uneven cooking and premature wear on the unit.

Griddle troughs are the main route for excess grease and need to be kept clean.

Most griddles require thermostat calibration, with the exception of units that have solid state thermostats. This may need to be accomplished as often as every three months or twice yearly, depending on the model.

It's important to season griddles as soon as they are installed, or food will stick to the surface.

In addition, griddles flues should be regularly checked for debris. This usually requires griddles to be pulled out from the wall. With new griddles, it is worth checking the flue every two weeks to monitor grease accumulation in this area, which can be a fire hazard.

## Gas Grill

Maintaining grills is important from a safety standpoint, since grease build up is a big fire hazard. There are a number of necessary tasks that should be performed regularly to keep these units in safe operating condition and prolong the service life.

Although carbon debris acts as a non-stick coating, sealing steel from damaging sodium and citric acids, grill grates should be scraped and cleaned daily with a wire brush to remove excess food particles. Excess soot and grease on the unit's outer edges should be eliminated, as well.

Clean and refill daily grill water tubs. Failure to do so introduces the chance of flare ups during cooking.

Take apart and wipe down grills once or twice a week, depending on the operation's volume and type of products cooked. Grates should be turned over weekly to even out wear.

Radiants should be checked at least weekly and cleaned thoroughly in a pot sink.

To ensure food debris is burned off during the cooking process and consistent heating patterns are achieved, lava rock needs to be rotated weekly.

Radiants and lava rock should be replaced every six to 12 months, or as needed depending on the operation's volume.

Each month, burners should be checked for cracks and pin holes, which can cause uneven cooking and premature wear on the unit. Burner valves should be oiled regularly.

Electric grills tend to be easier to clean than gas units, because food debris falling below the grates is not an issue. Managers should refrain from turning these units up high to burn off particles, as this can degrade the heating elements.

Monthly

1. Burner air shutter openings must be kept clean and free of grease build up

2. Burner ports must be kept clean. To clean burners, boil them in a detergent and water solution for 15-20 minutes, then either brush with a wire brush or clean gas ports with a sharp-pointed metal instrument to ensure open ports. Use caution not to enlarge or damage ports.

3. The open burner pilot flash tubes and the burner ignition port must be clear for burners to ignite properly from the pilot.

## Rotisserie

The cleaner a rotisserie is the longer and more efficiently it will operate. By the nature of its cooking process, grease build up can impact a rotisserie's service life.

Consider a number of factors when maintaining these units.

Employees can clean a rotisserie by applying a degreaser and hosing out the interior cabinet with water.

Employees can remove some components, such as the spits, and wash them in the sink or dishwashing machine. Managers should check with the manufacturer for component cleaning recommendations.

Periodic cleaning of the firebox ashes, convection fan blade and food racks is necessary.

Models with heated cabinets are designed to withstand more caustic cleaners, carbonization and corrosive fats, but damage can result if proper cleaning is not performed.

Some higher end models offer a cavity self-cleaning function that can minimize labor requirements.

There are solutions available that can be sprayed on rotisserie ovens before cooking is performed and then wiped off at the end of the day. These prevent grease adherence to the metal.

## Convection Oven/Steamer Combo

Check filtration system is clear

Check door gaskets and latches for tight fit

Check that water is running out of drain at all times if applicable

Check that timer turns on and off properly

Drain broiler, or reservoir after each day's use to prevent scale buildup

Clean with soapy water only

Delime as directed by manufacturer's directions and water conditions and change anodes with each delime

Check for leaks on a quarterly basis

## Conveyor Oven

The recommended cleaning schedule shown below should be followed for proper performance and operation.

**Every three to six months:**

The inside of the oven should be cleaned to remove any materials that could have dropped off the conveyor belt. This process will include the removal of the conveyor belt and the conveyor belt supports. Follow the “Oven Assembly” instructions in their reverse order to take the oven apart. The oven interior, exterior and all parts removed should then be cleaned with an appropriate oven cleaner. The gas burners should be brushed clean and the ash should be vacuumed or blown away with compressed air.

Note: When taking the oven apart, conveyor belt must be rolled up. Otherwise belt will be upside-down with rethreading the belt as shown in the assembly instructions. Special attention should be given to the spark igniter and flame sensor position relative to the pilot, so proper ignition and flame supervision will be insured after reassembling the oven.

**Every twelve months:**

A factory authorized service person should;

- Open and clean the inside of the control panel.

- Check and tighten the electrical connections.

- Check DC gear motor brushes for wear.

## Hoods and Ventilation

Remove and Clean Filters, Replace if Needed

Check for Grease Build-Up In Ducts

Check & Adjust Exhaust Blower Belts

Check Motor Mount and Oil Motor

Check Shunt Trip Breakers. Test Annually.

# Food Preparation

## Meat Slicer

### Weekly

Lubrication

The motor and knife bearings are permanently lubricated - do not add oil or grease. To insure continued smooth operation of sliding parts, use the oil supplied with the slicer or a light mineral oil as follows:

Apply about ten drops of oil to platform shaft every two months. NOTE: Shaft must be clean before lubricating.

Apply 2-3 drops of oil to food pusher shaft and knife cover shaft after each cleaning.

Sharpen blade as needed.

### Monthly

INSPECTING THE SLICER FOR DAMAGED OR BROKEN PARTS INCLUDING GASKETS & SEALS.A thorough visual inspection should be made of the entire slicer and its parts. Globe urges the owner/operator to inspect all components often and for a authorized service agent to inspect the entire slicer at least every 6 months, including all parts that are detachable for cleaning and sanitizing. This inspection should include looking for damaged parts, broken seals or gaskets, and areas that may be more difficult to clean and sanitize.

## Food Processor

For optimum performance, proper food processor maintenance and cleaning are essential.

Here are key steps to prolonging the life of these units:

Clean and sanitize all parts in between uses with soap and water.

Wipe down the unit's housing with a damp cloth on a regular basis.

Foreign objects should not be put in the food processor's tube. Only the pusher may be utilized to guide food into the unit.

Slipping drive belts should be tightened immediately.

In the event of extreme overuse with heavy loads, motors shut off automatically to avoid permanent damage. When this happens, unplug the unit, empty out the product and let the motor cool for at least 10 minutes before resuming processing. This will aid in the motor's longevity.

All food processors have guards and safety switches that automatically turn the machine off to protect fingers when the blade is spinning. For safety reasons, managers should not handle blades with bare hands.

## Mixer

Motor – Is sealed and requires no preventative maintenance.

Bowl lift slides – should be lubricated once a month with food grade lubricant.

## Can Opener - Table Mounted

There are two maintenance operations required for the can opener.

**1. Blade replacement** – Inspect the blade daily for wear as the opener is being washed. Continues will cause the blade to become grooved and dull thus reducing efficiency. A dull blade will cause metal shavings to appear which can fall into food causing a physical hazard. Do not reverse a blade that has grooved or nicked edges on the second side. Replace as needed or about every 6 months. Use a stainless steel brush to clean the blade and gear.

**2. Gear Replacement** – Inspect the gear for wear at each washing. If the gear is grooved or worn down replace it immediately. A sigh the gear needs to be replaced is when the can is difficult to turn or does not turn simply by turning the opener handle. Replace as needed or about every year. Use a stainless steel brush to clean the blade and gear.

Knives and gears should last 2500-5000 cans depending on usage (type of cans being opened)

**Periodically perform maintenance as follows to ensure sanitary and safe food handling requirements and to extend the life of your opener.**

1. Check the shear blade or knife by running a fingernail over the cutting edge to make sure a sharp groove does not develop. A groove can cause metal can slivers. If a groove is found remove the two screws securing the knife to the knife holder and turn over to use the unused cutting edge or replace the blade with a new blade or knife. Place the knife support over the top of the knife and secure using the two knife holder screws. This inspection should be done when the can opener is cleaned. Please note: The Edlund knife is intentionally dull with rounded edges to prevent can slivers. However, the friction of metal-to-metal contact between the knife and the can will eventually cause the blade to sharpen itself. Check the knife regularly for sharp edges and grooves and remember, **Never sharpen can opener blades.**
2. The drive gear should be inspected for wear monthly by first opening up a dent free#10 can with the opener. Inspect the can bead to see if the lines left by (tooth marks) the drive gear are narrow and evenly spaced, or if they are wide which indicates that the gears slipping and may be removing metal from the can bead. If the gear is removing metal from the can bead, or .milling, inspect the gear for wear. If the teeth of the drive gear are dull, replace the drive gear using the procedure listed in Paragraph C below .If the gear teeth appear to be sharp, inspect the arbor hole located below the gear by turning the opener upside down and determining if the hole is elongated or worn. If the hole is elongated, the opener is beyond repair and must be replaced.
3. Drive gear replacement is accomplished by first removing the knife and knife support from the knife holder. Place the can opener in the can opener base and place a nail, flathead screwdriver or other soft metal object to prevent rotation of the gear in the space on the right side of the gear between the gear and the edge of the gear slot. Remove the handle and arbor assembly from the gear by turning the handle counter-clockwise until the handle is detached from the drive gear. Remove the worn drive gear and gear washer from the gear slot and place the gear washer over the new gear with the word .up. toward the top of the can opener. Replace the gear and gear washer in the gear slot and insert the handle and arbor assembly back through the bushing and spring and into the threaded hole of the gear. Place a nail or soft metal object to prevent gear rotation in the space on the left side of the gear between the gear and the edge of the gear slot and rotate the handle clockwise until the assembly is tightened completely. Replace the knife and knife support and attach using the two knife holder screws.
4. To prevent premature wear of the arbor hole of the slide bar, place a small amount of non-sticking vegetable oil in the arbor hole located under the drive gear weekly or after each cleaning.
5. The can opener and base should be inspected weekly for any excessive wear or rust on any surface. If rust or wear is found to be excessive, replace the can opener and/or the base as required.

**Knife Replacement Procedure**

The knife should be reversed or replaced to use the unused cutting edge or replaced using new knife. Raise the handle and remove the two screws that retain the knife to the knife holder and reverse the knife or replace with a new knife and secure using the two screws.

**Gear Replacement Procedure**

If gear will no longer turn a can or starts to remove metal from the can bead, the gear needs to be replaced. To remove the gear, place a soft nail or screw on the right side of the gear between the gear and the edge of the gear slot to keep gear from rotating. Turn handle counterclockwise until arbor is free from gear. Replace the gear and assemble the gear according to the previous assembly procedure.

## Kitchen Knives, Sharpening

Before starting, wet a kitchen towel, squeeze out the excess moisture, and lay it flat on your work surface. Place the oil-stone on top of the towel. This will help prevent the sharpening stone from slipping during the sharpening process.

You will notice that there are three sides to an oil stone; a course, medium and fine side. You should always start on the coarsest stone and work your way down to the finest.

To start the sharpening process, pour about one to two teaspoons of mineral oil on the course side of the stone. Some people use regular cooking oil, however, I would recommend to always use oil that is manufactured for specific use with oilstones.

Rub the oil all over the stone until it becomes nice and lubricated. At any time during the sharpening process, if your stone seems to be drying up, add more oil to the stone. You will need to oil each side of the stone throughout the sharpening process.

To begin, place the bottom of your blade at the top end of your “course” stone, at a 22° angle (The thickness of two quarters placed at the back of the blade). To find the proper angle, place the blade of you knife directly on top of your stone as if you were going to try and cut the stone in half. This would be a 90° angle. Half that, and you have a 45° angle, and half that to achieve 22.5° angle, which is perfect for most knives.

With one fluid movement, starting from the bolster of the knife, run your blade along the “course” stone, pretending that you’re shaving a thin layer off the top. Notice how the left hand is applying gentle pressure on the tip of the knife (see pictures below). This hand is helping to maintain the angle at which the knife is being sharpened, and is allowing even pressure to be applied to the blade. Repeat this process for 10-30 strokes (depending on how dull your knife is) on one side of the blade, and then repeat the same process on the opposite side.

When sharpening the opposite side of your knife, it’s easiest to switch up your grip. For example, if you were holding the handle of your knife in your right hand, now you will be holding it in your left. If you look at the pictures below, you will see that I have switched up my grip when sharpening the other side of the blade.

Once you have completed the 10-30 strokes on each side of the blade, using the course side of your stone, rotate the stone to the medium gradient, lubricate with oil, and repeat. After 10-30 strokes on both sides of the knife using the medium gradient, flip over the tri-stone to the finest gradient which will be marked “fine.”

# Service Line

## Soft Drink Dispenser

Foodservice managers can perform daily, weekly and monthly tasks that will help keep beverage dispensers operating at an optimal level, while ensuring a long service life. Keep in mind that unit needs may vary, and manufacturer's recommendations should be followed.

On a daily basis, employees should remove the nozzles and diffusers and soak them in warm, soapy water.

At the end of the day wipe down exterior surfaces with soap and water to remove any build-up and/or spills. Refrain from using cleaners with a high chlorine content on stainless steel, as they may cause rust.

Regularly flush and clean water lines.

**BRIX**

The "Brix" or ratio of carbonated water to syrup should be checked monthly.

The correct ratio of sugar based drinks is 4.75 to 1 (4.75 parts water to 1 part syrup).

Diet drinks is 5.25 to 1.

These ratios allow for the melting of water which may reduce flavor in the drink. The lower the first number the more syrup is used in the drink. Divide your 5 gal cost by 640 to get your cost per ounce of syrup. 1 ounce of syrup for each 6 oz drink without ice. Usually equal parts syrup mix and ice for each drink i.e. 20 oz drink is 10 oz soda and 10 oz ice.

**Coke Cola will perform this service for you as a part of their regular service.**

**Procedure If Coke Cola Is Not Able To Preform The Service.**

**Before You Start**

Dispense Temperature should be - 33-40'F, otherwise foaming will occur.

CO2 pressure – 100 - 110 PSI

Syrup pressure - 60-65 PSI

**Supplies**

Brix cup (4.75 to 1)

Separator nozzle

Brix screwdriver with socket handle

Pocket thermometer

Towel

**Procedure**

1. Hold dispensing arm forward so that it doesn't activate.
2. Remove nozzle from drink head. Twist it until it will slide down. Also remove diffuser by pulling down on it.
3. Put separator nozzle on drink head. It slides up and twists on just like a nozzle.
4. Line the Brix cup up so that the long extension on the separator nozzle is directly over the 5 to 1 small section of the cup. The large portion of the Brix cup should be directly under the drink head nozzle. Water will flow into the large cup and syrup will flow into the smaller cup.
5. Activate the dispensing arm and fill the large cup to the line marked "5". If the water and syrup levels are even, then the calibration is correct. If not, adjustments will need to be made. Empty cups.
6. Remove cover of drink head. It may be screwed on or may snap off.
7. The water flow is controlled by a screw with a locking nut on the left side. The syrup is controlled by a screw with a locking nut on the right side.
8. If syrup level is higher than the water, syrup screw should be adjusted. Sometimes the screw is secured by a locking nut. Locking nut can usually be loosened by hand. If not, use socket end of screwdriver. Adjust syrup down by turning the "S" screw with the screwdriver about a one-quarter turn clockwise.
9. Refill water level to "5" and check syrup level. If still too much, turn another one-quarter turn. Do this until levels are even.
10. If water higher than syrup level, adjust syrup screw counter clockwise.
11. When finished with screw adjustment, tighten locking nut down.
12. Remove separator nozzle, replace diffuser and nozzle.
13. Put top back on drink head.
14. Flush drain with hot water.
15. Repeat procedure for each drink head.

## Coffee Machine

The better the condition of the water being used, the less maintenance issues a coffee brewer will experience.

The type of unit and water quality will determine the amount of maintenance a coffee brewer will require. Here are seven key steps managers should take to keep brewers in top operating condition.

Temperature drops, constant dripping and inconsistent fill levels are indicative of lime build-up on the heating elements or the valves that control water flow. This needs to be taken care of as soon as possible.

Stainless steel is porous, so the unit's interior and exterior need wiping down on a daily basis.

Remove coffee oils from the spray head area every day.

If the unit includes a faucet, this should be taken apart and cleaned regularly.

Clean the water spray head every day.

Routinely check for and promptly replace broken parts.

Unlike residential coffee makers, refrain from using vinegar when cleaning commercial brewers.

## Iced Tea Maker

The better the condition of the water being used, the less maintenance issues a tea brewer will experience.

The type of unit and water quality will determine the amount of maintenance a tea brewer will require. Here are seven key steps managers should take to keep brewers in top operating condition.

Temperature drops, constant dripping and inconsistent fill levels are indicative of lime build-up on the heating elements or the valves that control water flow. This needs to be taken care of as soon as possible.

Stainless steel is porous, so the unit's interior and exterior need wiping down on a daily basis.

Remove tea residue from the spray head area every day.

If the unit includes a faucet, this should be taken apart and cleaned regularly.

Clean the water spray head every day.

Routinely check for and promptly replace broken parts.

Unlike residential tea makers, refrain from using vinegar when cleaning commercial brewers.

## Steam Table

For optimum food safety, regularly clean and sanitize steam tables

Because these units are considered secondary to cooking equipment, they don’t typically get the required weekly maintenance needed to be kept properly clean. Here are a few factors to consider when maintaining steam tables.

Wipe down these units daily with soap and water then rinse them to remove debris and spills.

Avoid using harsh chemical cleaning agents, as they can damage the cabinet’s finish and compromise its service life.

Polish the unit’s exterior once a week with a solution made for cleaning stainless steel.

Continuously wipe the unit’s interior to keep food remnants from collecting at the bottom of the well.

Regularly check water pans for pinhole leaks

On a weekly basis, de-lime and descale.

Inspect power supply for damage

Inspect drain lines if applicable to leaks.

Unit should temp out at 160°F to 200°F

## Cold Well

Because these units are considered secondary to cooking equipment, they don’t typically get the required weekly maintenance needed to be kept properly clean. Here are a few factors to consider when maintaining cold holding tables

Wipe down these units daily with soap and water then rinse them to remove debris and spills.

Avoid using harsh chemical cleaning agents, as they can damage the cabinet’s finish and compromise its service life.

Polish the unit’s exterior once a week with a solution made for cleaning stainless steel.

Continuously wipe the unit’s interior to keep food remnants from collecting at the bottom of the well.

Regularly check ice reservoir for pinhole leaks

On a weekly basis, de-lime and descale.

Inspect power supply for damage

Inspect drain lines if applicable to leaks.

# Other Equipment

## Stainless Shelving

Maintaining shelving is important from a safety standpoint, since corrosion can compromise the stability of these systems. There are a number of necessary tasks that should be performed regularly to keep these units in top condition and prolong the service life.

Shelving used in high-moisture areas, in particular, should include features that provide easier cleaning, such as removable shelf mats or covers that can be clipped down over wire shelving.

If panels are removable, employees should regularly wash them, either by hand or in a dishwasher.

Debris and grease can build up on shelves, so employees should wipe down these systems weekly using mild detergents and soft cloths.

To simplify cleaning and save time, employees members can focus on cleaning different shelf levels on alternate days of the week.

Lubricate casters on mobile shelves each year.

## Garbage Disposals

Like any other piece of commercial kitchen equipment, though, garbage disposals require some preventative and planned maintenance to ensure they have long, productive service lives.

Check to see if hoses and neck pieces are in place

Check for tight belts

Check for water leakage

Check for excessive wear

Check operation of controls

Check for proper amperage draw

Check for proper water flow when on

Check for vibration or noise

# Weekly Basic Preventative Maintenance Schedule

## Grill Scrapers And Turners

Sharpen leading edges.

## Plastic Cutting Boards

Soak in a solution of bleach (200 PPM) overnight

If black lines appear sand the surface with a belt sander using a very course sanding belt.

## Wooden Cutting Boards

To maintain the wooden surface and keep the boards from drying out rub with a food grade oil like mineral oil. DO NOT SAND.

## Stainless Steel Equipment (other than Food Prep surfaces)

Do not use acid cleaners. Do not use “Dawn” dish wash detergent. Do not use more than 200 PPM bleach solution on the surface. Heavy bleach solutions damage the surface. Since the surface is not a food contact surface it is not necessary to sanitize it. Sanitizer solution on the door handle is fine use no more than 200 PPM.

Muriatic acid should never be used on or near stainless steel. Do not use stainless cleaner like Shelia Shine (toxic).

## Refrigerators and Freezers

Inspect evaporator coils for ice build-up and dripping. Inspect drain lines for blockage.

## Steam table & Cold table

Delime and remove scale build up.

## Drains

All drains treated with strong bleach solution of 1/2 cup per gallon of water. For example, ice machine, soda fountain, floor, etc.

# Monthly Basic Preventative Maintenance Calendar

**Week 1**

**Monday – Microwave, Standard oven, Steam table**

**Tuesday – Mixer and or Food processor, Soda fountain, Tea and coffee machines**

**Wednesday – (option)**

**Thursday – Popcorn machine**

**Friday – All prep freezers (condenser & fan)**

**Week 2**

**Monday – Rotisserie and or Steamer, heat lamps, Ice machine (condenser & fan)**

**Tuesday – Can opener blade/gear**

**Wednesday - (option)**

**Thursday - Char broiler**

**Friday – Alto Sham smoker, Line freezer (condenser & fan)**

**Week 3**

**Monday - All prep refrigerators (condenser & fan)**

**Tuesday – Fryers (boil out and inspect), Line refrigeration (condenser & fan)**

**Wednesday - (option)**

**Thursday – Ice Cream freezer defrost (condenser & fan), Griddle**

**Friday – Vent hood and filters**

**Week 4**

**Monday - Hot holding, Slicer**

**Tuesday - All Merchandisers (condenser & fan)**

**Wednesday - (option)**

**Thursday – Gas cook top burners and pilot**

**Friday - Convection oven**

# Weekly Basic Preventative Maintenance Calendar

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## Plastic Cutting Boards

Soak in a solution of bleach (200 PPM) overnight

If black lines appear sand the surface with a belt sander using a very course sanding belt.

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Do not use stainless cleaner like Shelia Shine (toxic).

## Refrigerators and Freezers

Inspect evaporator coils for ice build-up and dripping. Inspect drain lines for blockage.

**Week 1**

Monday -Microwave Standard Oven, Steam Table

Tuesday - Mixer and or Food processor, Soda fountain, Tea and coffee machines

Wednesday - nothing

Thursday - Popcorn Machine

Friday - All prep freezers (condenser & fan)

**Week 2**

Monday - Rotisserie and or Steamer, heat lamps, Ice machine (condenser & fan)

Tuesday - Can opener blade/gear

Wednesday

Thursday - Char broiler

Friday - Alto Sham smoker, Line freezer (condenser & fan)

**Week 3**

Monday - All prep refrigerators (condenser & fan)

Tuesday - Fryers (boil out and inspect), Line refrigeration (condenser & fan)

Wednesday

Thursday - Ice Cream freezer defrost (condenser & fan), Griddle

Friday - Vent hood and filters

**Week 4**

Hot holding, Slicer

All Merchandisers (condenser & fan)

Gas cook top burners and pilot Convection oven

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| Microwave Standard OvenSteam Table | Mixer and or Food processor, Soda fountain, Tea and coffee machines |  | Popcorn Machine | All prep freezers (condenser & fan) |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| Rotisserie and or Steamer, heat lamps, Ice machine (condenser & fan) | Can opener blade/gear |  | Char broiler | Alto Sham smoker, Line freezer (condenser & fan) |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| All prep refrigerators (condenser & fan) | Fryers (boil out and inspect), Line refrigeration (condenser & fan) |  | Ice Cream freezer defrost (condenser & fan), Griddle | Vent hood and filters |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| Hot holding, Slicer  | All Merchandisers (condenser & fan) |  | Gas cook top burners and pilot | Convection oven |

# Weekly Basic Preventative Maintenance Calendar

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## Refrigerators and Freezers

Inspect evaporator coils for ice build-up and dripping. Inspect drain lines for blockage.

## Steam table & Cold table

Delime and remove scale build up.

## Drains

All drains treated with strong bleach solution of 1/2 cup per gallon of water. For example, ice machine, soda fountain, floor, etc.