



<b>Why</b>	To ensure coffee quality and optimal coffee brewer performance	
<b>Time required</b>	5 minutes to prepare	20 minutes to complete
<b>Time of day</b>	At close	For 24-hour restaurants: during low-volume periods
<b>Hazard icons</b>	 Hot Liquids/Steam	 Hot Surfaces

## Tools and supplies



Bucket, clean and sanitized towels

Bucket, soiled towels

Clean towel

KAY® SolidSense™ All Purpose Super Concentrate Solution (Sprayhead)

KAY® QSR Glass & Multi-Surface Cleaner solution (external of the brewer)

KAY® SolidSense™ Sanitizer solution (Sprayhead, brew baskets and coffee pots)

KAY® Filter Pouch Cleaner

## Procedure – Daily

### Brew Basket & Coffee Pot Cleaning

#### 1 Step

Discard coffee grounds from the brew basket and empty the coffee pot. Throughout the day, rinse the coffee pots and brew baskets at the 3-compartment sink before each brewed pot.



#### 4 Step

Press the brew switch to brew a full pot of cleaner.



#### 2 Step

Place 1 (one) pouch of KAY® Filter Pouch Cleaner flat into empty brew basket and return basket to brewer.



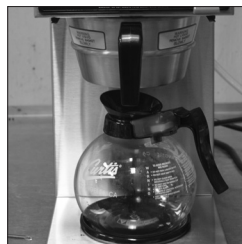
#### 5 Step

Once brew cleaner is complete, allow solution to sit for 10 minutes at the 3-compartment sink.



#### 3 Step

Place an empty coffee pot on coffee brewer warmer to clean.



#### 6 Step

After 10 minutes of soaking, transfer the solution into the 2<sup>nd</sup> coffee pot and allow soaking for 10 minutes.



(continued)

**7 Step**

Remove the used Filter Pouch cleaner from the brew basket and discard.



**10 Step**

Rinse and sanitize the clean coffee pots at the 3-compartment sink. Sanitize with SolidSense Sanitizer solution for 1 minute. Invert the pots and allow to air dry.



**8 Step**

Take the clean brew basket to the 3-compartment sink and rinse and sanitize with SolidSense Sanitizer solution for 1 minute. Invert brew basket and allow to air dry.



**11 Step**

Return brew basket and coffee pot to coffee brewer.



**9 Step**

Discard Filter Pouch cleaner solution from the coffee pots into the rinse compartment at the 3-compartment sink



**Sprayhead Cleaning**

**1 Step**

 Hot Liquids/Steam

CAUTION: The coffee brewer is hot. Hot water from the previous brewing may be on the sprayhead.

Turn OFF coffee brewer. Use a clean, sanitizer-soaked towel sprayed with APSC solution and wipe the sprayhead panel.



**2 Step**

 Hot Surfaces

CAUTION: The coffee brewer is hot.

Clean sprayhead area by wiping down with a clean, sanitizer-soaked towel sprayed with APSC solution.



**Exterior Brewer Cleaning**

**1 Step**

Spray a clean, sanitizer-soaked towel with KAY® QSR Glass & Multi-Surface Cleaner solution and use to wipe the exterior of the coffee machine.



**2 Step**

Rinse the exterior by wiping with a separate clean, sanitizer-soaked towel.



**3 Step**

Turn ON coffee brewer.



**Coffee Pot Cleaning (Recovery ONLY)**

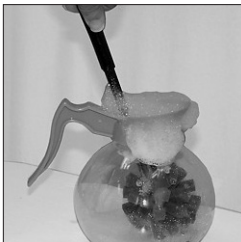
**1 Step**

For tough stains and/or when daily cleaning has not been completed, use 1 (one) KAY® Filter Pouch Cleaner per coffee pot and take to the 3-compartment sink.



**2 Step**

At the 3-compartment sink, scrub the inside of the pot and lip at the neck of the pot with the curved coffee pot brush if needed.



**3 Step**

Then, rinse and sanitize at the 3-compartment sink. Sanitize with SolidSense Sanitizer for 1 minute. Invert and allow to air dry.

