

# PREVENTATIVE MAINTENANCE CHECKLIST

#### **FRYERS**

### **Daily**

- Wipe down exterior with warm water, mild detergent or degreaser and a soft cloth.
- □ Clean fryer baskets with soap and water or in a dishwasher if dishwasher safe.

### Weekly

- □ Conduct a deep cleaning by boiling out the fryer and scrubbing the fry pot with a brush.
- □ Dispose of old oil and replace with fresh oil every 5-7 days.
- □ Change filter paper or clean out the built-in filtration system, depending on the model.

#### **OVENS & RANGES**

## **Daily**

- Brush racks and grates and soak them in warm, soapy water.
- Brush crumbs and other remnants from the interior.
- Wipe the interior and exterior with warm water, mild detergent and a soft cloth.
- □ Remove debris from the vent.
- Empty and clean drip trays with degreaser.
- □ Cook and hold units: remove and clean shelves, racks and drip pans in warm water, mild detergent and a soft cloth or brush.
- □ Deck units: Remove ash and debris off the cooking stone and inside the oven.

# Weekly

- □ Scrub the interior walls and doors using a soft brush and manufacturer recommended cleaner.
- Soak and scrub burner covers and knobs in warm water and mild detergent.
- □ Clean around your door openings and wipe down the gaskets with warm water, mild detergent and a soft cloth.
- □ Clean the stainless steel exterior with a manufacturer-recommended cleaner.
- □ Combi ovens: clean the intake fan and delime the steamer routinely, following manufacturer instructions.

# Monthly

□ Check for grease and dust buildup on the exhaust and blower motor fan. Brush off with a stiff bristle brush.



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#### REFRIGERATION

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- Remove any debris on shelves and wipe down any spills or moisture.
- Sweep, vacuum and/or mop walk-in refrigeration unit floors.
- Record the internal temperatures of each unit.

## Weekly

- □ Clean around door openings and wipe down the gaskets with warm water, mild detergent and a soft cloth or brush.
- Empty and clean overflow water trays.
- □ Remove interior shelves and clean both interior and exterior using manufacturer recommended cleaner.
- □ Clean the stainless-steel exterior with a manufacturer recommended cleaner.

## **Monthly**

- □ Clean the condenser coil on refrigeration units at least once every three months, depending on dust or grease buildup.
- □ Clean all drain pans and air filters.

#### **ICE MACHINES & BINS**

## Weekly

- Wipe the exterior and bin with warm water, mild detergent and a soft cloth.
- ☐ Clean the stainless-steel exterior with a manufacturer-recommended cleaner.
- Remove ice from the bin and scrub the interior walls and cover with a manufacturer recommended cleaner and sanitizer at least once every two weeks.

## **Monthly**

■ Remove ice from the machine and conduct a thorough cleaning using a manufacturer recommended cleaner and sanitizer at least once every two months. Refer to general descaling instructions or the owner's manual.



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#### **BEVERAGE & COFFEE MACHINES**

### **Daily**

□ Soak beverage dispenser nozzles in a manufacturer-recommended cleaning solution and sanitizer and scrub to remove syrup.

## Weekly

- □ Clean exteriors of coffee beverage machines with mild detergent, warm water and a soft cloth.
- □ Clean or replace coffee machine filters at least once every two weeks.
- □ Clean syrup connectors on beverage dispensers by soaking them in a manufacturer –recommended cleaning solution and sanitizer. Refer to the owner's manual.

## **Monthly**

- □ Descale coffee machines every four to six weeks. Refer to these <u>general descaling</u> <u>instructions</u> or the owner's manual.
- Remove ice from the beverage dispenser bin and conduct a thorough cleaning using a manufacturer-recommended cleaner and sanitizer at least once a month.

### **DISHWASHER**

# **Daily**

- □ Drain water from the unit.
- Remove and clean wash arms with warm water, mild detergent and a soft cloth or brush.
- □ Remove and clean curtains with warm water, mild detergent and a soft cloth or brush.
- Record the internal temperature of each unit.

# Weekly

□ Clean and descale once a week.