**DISPENSER CLEANING / SANITIZING PROCEDURES**

**DAILY**

**Cleaning the Dispensing Valves**

Step 1: Wash hands with soap and water.

Step 2: Prepare 2.5 gallons Kay-5® or chlorine-based sanitizer solution in a dedicated bucket. Six until crystals are dissolved. See packet for instructions and necessary precautions.

Step 3: Rinse nozzle with clean cloth towel and Kay-5® or chlorine-based sanitizer solution.

Step 4: Clean in Kay-5® or chlorine-based sanitizer solution with a dedicated nozzle brush and place in sanitizer solution for at least 3 minutes.

Step 5: Remove nozzles/diffusers from sanitizer solution and let them air dry.

Step 6: Clean each lower valve body (underneath dispensing valves) with a dedicated brush and Kay-5® or chlorine-based sanitizer solution and wipe with a clean cloth towel.

Step 7: Wash hands with soap and water.

Step 8: Remove all nozzles and diffusers since dry. Active valves for 10 seconds and taste a drink from each valve.

**Cleaning the Drip Pan**

Step 1: Pour ½ gallon of the Kay-5® or chlorine-based sanitizer solution over cup rest and down drip pan drain.

Step 2: Remove rack. Wipe down or chlorine-based sanitizer solution in a dedicated bucket of drop-in dispensers.

Step 3: Empty ice bin and pour in a ½ gallon of Kay-5® or chlorine-based sanitizer solution.

Step 4: Clean in Kay-5® or chlorine-based sanitizer solution. Wipe dry.

**Cleaning the Dispenser**

**If Drop-In:**

Step 1: Wash hands with soap and water.

Step 2: Prepare 2.5 gallons Kay-5® or chlorine-based sanitizer solution in dedicated bucket. Six until crystals are dissolved. See packet for instructions and necessary precautions.

Step 3: Clean all interior sides with a clean cloth towel and Kay-5® or chlorine-based sanitizer solution.

Step 4: Empty ice bin and pour in a ½ gallon of Kay-5® or chlorine-based sanitizer solution.

Step 5: Clean in Kay-5® or chlorine-based sanitizer solution and wipe with a clean cloth towel.

**If Ice Combo:**

Step 1: Wash hands with soap and water.

Step 2: Prepare 2.5 gallons Kay-5® or chlorine-based sanitizer solution in dedicated bucket. Six until crystals are dissolved. See packet for instructions and necessary precautions.

Step 3: Clean in Kay-5® or chlorine-based sanitizer solution.

Step 4: Clean all interior sides with a dedicated brush and Kay-5® or chlorine-based sanitizer solution.

Step 5: Apply sanitizer solution using a dedicated brush and sprinkle crystals on exterior surfaces of the dispenser, including levers with Kay-5® or chlorine-based sanitizer solution.

Step 6: Clean all interior sides with a clean cloth towel and Kay-5® or chlorine-based sanitizer solution.

Step 7: Apply sanitizer solution using a dedicated brush.

Step 8: Reinstall all nozzles and diffusers properly.

**If Bar Gun:**

Step 1: Wash hands with soap and water.

Step 2: Prepare 2.5 gallons Kay-5® or chlorine-based sanitizer solution in designated bucket. Six until crystals are dissolved. See packet for instructions and necessary precautions.

Step 3: Nozzles/diffusers and loose spray tip are marked with a flavor label.

Step 4: Clean in Kay-5® or chlorine-based sanitizer solution.

Step 5: Shake BIB connector a couple of times and reconnect syrup line to correct BIB release.

Step 6: Clean condenser fins with a clean cloth towel.

Step 7: Remove nozzles/diffusers from sanitizer solution and wipe dry.

Step 8: Clean condenser fins with a clean cloth towel.

**WEEKLY**

**Cleaning the Syrup Connectors**

Step 1: Wash hands with soap and water.

Step 2: Prepare 2.5 gallons Kay-5® or chlorine-based sanitizer solution in a dedicated bucket. Six until crystals are dissolved. See packet for instructions and necessary precautions.

Step 3: Disconnect syrup line from bag-in-box.

Step 4: Soak connectors in a dedicated bucket of Kay-5® or chlorine-based sanitizer solution OR 30 to 60 seconds浸泡(s) in sanitizer solution for 1 minute. Place in sanitizer solution for at least 3 minutes.

**MONTHLY**

**Cleaning the Inside of the Ice Bins**

**Ice Combo**

Step 1: Wash hands with soap and water.

Step 2: Prepare 2.5 gallons Kay-5® or chlorine-based sanitizer solution in a dedicated bucket. Six until crystals are dissolved. See packet for instructions and necessary precautions.

Step 3: Apply sanitizer solution using a dedicated brush.

**Counter Electric**

Step 4: Check water filters to ensure they are clean.

Step 5: Check water filters to ensure they are clean.

**Ice Combo**

Step 6: Apply sanitizer solution using a dedicated brush.

**Ice Combo**

Step 6: Apply sanitizer solution using a dedicated brush.

**Condensers**

Step 7: Check water filters to ensure they are clean.

**Check water filters to ensure they are clean.**

**Bar Gun**

Step 7: Clean condenser fins with a clean cloth towel.

**Wash hands with soap and water.**

**Bar Gun**

Step 8: Rinse exterior of the ice bin with tap water at at least 100°F.

**MONTHLY**

**Cleaning the Inside of the Ice Bins**

Step 1: Wash hands with soap and water.

Step 2: Prepare 2.5 gallons Kay-5® or chlorine-based sanitizer solution in dedicated bucket. Six until crystals are dissolved. See packet for instructions and necessary precautions.

Step 3: Apply sanitizer solution using a dedicated brush.

Step 4: Apply sanitizer solution using a dedicated brush.

Step 5: Make sure that all nozzles/diffusers are properly cleaned and sanitized.

Step 6: Make sure that all nozzles/diffusers are properly cleaned and sanitized.

**Counter Electric**

Step 7: Clean condenser fins with a clean cloth towel.

Step 8: Clean condenser fins with a clean cloth towel.

**Check water filters to ensure they are clean.**

**Check water filters to ensure they are clean.**

**Ice Combo**

Step 9: Connect water filters to ensure they are clean.

Step 10: Clean condenser fins with a clean cloth towel.

**Ice Combo**

Step 9: Connect water filters to ensure they are clean.

Step 10: Clean condenser fins with a clean cloth towel.

**IMPORTANT - Material Handling Info**

- Do NOT store items in ice bins or drop-in dispensers on the condenser to prevent contamination.

- Keep the ice bin closed when not in use.

- Cups, lids and straws must be properly stored and handled to prevent contamination.

- Do NOT store items in ice bins or drop-in dispensers on the condenser to prevent contamination.

- Keep the ice bin closed when not in use.

- Cups, lids and straws must be properly stored and handled to prevent contamination.

- Do NOT use soap, bleach, detergent, steel wool, crossing pads or abrasives to clean dispensing dispensers or components.

- Use caution in preparation and handling of sanitizer solution and packaging instructions.

Call 1-800-Coke (2653) for assistance. Coca-Cola Customer Representatives are available 24/7.