

bevi.®



Bevi Guide:

Machine Cleaning and Preventative Maintenance

Updated: 08/20/19



Table of Contents

Overview	2
Frequently Asked Questions	2
Sanitation Toolkit	3
Routine Sanitation Procedure (during every service visit)	4
Quarterly Sanitation Procedure	6

Overview

The purpose of this document is to provide detailed directions for the routine and quarterly cleaning of Bevi machines (v0.75 Standup, v1.0 Standup, v1.5 Standup, and Countertop units).

Bevi's goal is to make regular sanitation a scheduled occurrence during technician service visits. It is important to keep the Bevi machine clean for quality and food safety requirements, as well as to maintain a great customer experience with each beverage dispense.

Frequently Asked Questions

How often should I be cleaning the Bevi machine?

The user facing components of the Bevi machine (i.e. touchscreen display, drip tray, nozzle, and flavor ring area) should be cleaned and sanitized each time you service the unit, whether for consumable swaps or otherwise. We also require sanitation of the flavor lines and BIB connectors at least quarterly.

Should I use a cleaning solution to clean the internal components such as flavor lines?

Yes. As part of quarterly sanitation, a chlorinating sanitizer for food contact surfaces is used to safely and effectively sanitize flavor lines and BIB connectors. This solution is prepared by dissolving a 1 oz. packet (available from Bevi) in 2.5 gallons of lukewarm to warm water, creating a 100 ppm chlorine solution.

How do I order cleaning supplies?

The Sanitation Toolkit described below is available for order through Bevi's Handshake platform. Individual components are accessible for re-order as needed. You may also order cleaning supplies on your own, so long as they meet Bevi's specifications



Sanitation Toolkit

Bevi's Sanitation Toolkit, available from the Bevi Handshake ordering platform, consists of the following items (you may also purchase these items yourself directly from other vendors):



2.6 Gal Collapsible Bucket



Cleaning Brushes



Microfiber Cloths¹



Spray Bottles



Chlorine-based Sanitizer²



Compressed Gas Duster

1. The microfiber cloths will need to be washed periodically; each cloth should be able to clean 2 to 4 machines before it is washed.
2. Sanitizer may be made up in bulk quantities for use over multiple days.

In addition, the technician should carry paper towels for general wipe downs of the machine.

Routine Sanitation Procedure (during every service visit)

Estimated time to complete: 3 to 8 minutes, pending on state of machine

1. Prior to heading out for a service visit, prepare the chlorine-based sanitizer solution by dissolving in lukewarm to warm water, according to package instructions. Pour the solution into a spray bottle and bring to the site along with cleaning brushes and microfiber cloths.

2. Spray the microfiber cloth with sanitizer solution. Wipe the outside of the Bevi unit top to bottom.

3. Remove the drip tray and empty any residual liquid. Spray with sanitizer solution and let sit for at least 1 minute. Use cleaning brushes to remove excess build-up as necessary. Drain sanitizer liquid, but **do not rinse**.

4. Spray nozzle and flavor ring area with sanitizer solution and let sit for at least 1 minute before wiping clean with microfiber cloth. Wipe again using clean, still water.

5. [Standup units only] Open machine and spray each shelf with sanitizer solution and using microfiber cloth to wipe clean.

6. Clean the inside of the door by spraying sanitizer solution below the drip tray area and the bottom lip of the door (where concentrate dripping causes residue to settle). Allow the solution to sit for at least 1 minute and wipe clean using the microfiber cloth.

7. Spray the top and sides of the carbonator with sanitizer solution and use microfiber cloth to remove any excess sticky residue.

8. Wipe to clean on top and around the filter housing using microfiber



cloth.

9. Examine each BIB connector for residue and clean if needed using the sanitizer and a brush or cloth.

10. Replace drip tray once process is complete and lock the unit or close cabinet doors.

11. Clean the floor or counter in front of the Bevi using the sanitizer and paper towels (**not** the microfiber cloth), once the cleaning process is completed.

Quarterly Sanitation Procedure

Estimated time to complete: 20 minutes

1. At the machine site, using the collapsible bucket, prepare the chlorine-based sanitizer solution by dissolving in lukewarm to warm water.

2. Complete steps 2 through 8 of the Routine Sanitation process.

3. [Countertop units only] Check for dust build up on or around the exhaust fan on the back of the head unit. Use compressed air to dislodge dust.

4. Disengage all 4 BIB connectors (additional BIB connectors may be present if the Bevi is Double BIBed) and soak in the bucket of prepared sanitizer solution for at least 1 minute. Remove and rinse with clean, warm water.

5. Place flavor lines directly in the bucket of sanitizer solution (see image below). Position a collection vessel beneath the dispensing area. Access the service panel of the touchscreen. Using the Prime function for each flavor, pump cleaning solution through each flavor line. Allow the solution sit within the lines for at least 2 minutes.



6. Dump sanitizer solution from the bucket and replace with warm, clean water. Replace flavor lines in the bucket and pump with water to rinse for an additional minute.

7. Reinstall BIB connectors to flavor lines and connect to BIBs on each shelf or below the countertop unit.

8. Prime each flavor line with concentrate for 20 seconds to ensure quality of dispense.

9. Replace drip tray once process is complete and lock the unit or close cabinet doors.

10. Clean the floor in front of the Bevi using the cleaning solution and paper towels (not the microfiber cloth).

11. Taste each flavor before leaving.