

Work Instructions for Manual Cleaning of Bottle Filler

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Reason for Revision: New

What is being cleaned and/or sanitized?	How it will be cleaned and/or sanitized?	When will it be cleaned and/or sanitized?	Who will be cleaning and/or sanitizing it?
Bottle Filling Machine	<p>1. Prepare</p> <ul style="list-style-type: none"> - Wear personal protective equipment (gloves, safety goggles, protective footwear, and mask) at all times when cleaning - Remove food and packaging materials from the processing room. - Remove debris, trash and waste from the room 	Daily, after each use	Hub User
	<p>2. Disassemble piston filler. Place all parts in bucket and take to sink for cleaning. Pre-rinse surfaces of equipment with water from spray bottle or bucket (hot) to remove food residues and loosen soil build up.</p>		
	<p>3. Apply detergent</p> <ul style="list-style-type: none"> - Apply detergent using a soap filled spray bottle or bucket with soapy water. Use a damp cloth to scrub the soapy area. - Brush is used to scrub area. - Detergent must remain in contact with equipment and parts' surfaces for 5 to 10 minutes 		
	<p>4. Rinse equipment and parts with fresh water to remove detergent from all surfaces</p>		
	<p>5. Inspect</p> <ul style="list-style-type: none"> - Ensure that equipment and parts are cleaned effectively. Ensure there is no visible soil build-up or food residue present - If soil build-up is found, repeat steps 2 through 5 		
	<p>6. Sanitize</p> <ul style="list-style-type: none"> - Using a spray bottle, apply sanitizer on equipment and parts manually. Ensure that sanitizer is applied evenly over entire surface of equipment and parts - Do not rinse sanitizer with water 		