

<b>Checklist 5.13 Soft Serve Machines<sup>1</sup></b>		
<b>Inspection Task</b>	<b>Rec. Corrective Actions</b>	<b>Frequency</b>
<b>Exterior</b>		
1. Check that the refrigeration tubing is not rubbing or vibrating against other tubing or panels.	Adjust as necessary.	Semi-annual
2. Check refrigeration tubing insulation.	Replace or repair as necessary.	Semi-annual
3. Check that nothing is stacked on or around the machine which impedes appropriate airflow through and around machine per OEM specifications.	Clear away as necessary.	Semi-annual (daily)
4. Check for dust and dirt on the outside of the machine.	Sponge off with mild soap and water, then dry with a soft, clean cloth. Commercial stainless steel cleaner may be used if applicable.	Semi-annual (daily)
5. Check the integrity of all panels and supports on equipment, as applicable.	Replace fasteners as needed to ensure proper integrity and fit/finish.	Semi-annual
<b>Interior - Mechanical</b>		
6. Check the air filter for dust, grease, and grime.	Clean as necessary.	Monthly
7. Check drive belts for wear.	Replace belts as necessary.	Quarterly
8. Check condenser for adequate airflow, and intake and ambient air temperature <sup>2</sup> for recirculation of discharge air, per OEM specifications.	Clear away or move the machine as necessary.	Semi-annual
9. Disconnect electric power and check the outside of condenser and fins for dirt.	Clean in accordance with OEM specifications (e.g., with soft brush, coil cleaner, or vacuum with brush attachment. Brush from top to bottom, not side to side. Be careful in order to not bend fins).	Semi-annual
10. Check the condenser fan motor for worn bearings and secure mounting.	Lubricate, repair (e.g., tighten, weld, etc.), or replace as necessary.	Semi-annual
11. Check condenser fan blade and coil for dust, grease, and grime.	Clean as necessary.	Semi-annual
12. Check fan blades and fan housing for dirt, bending, missing shroud.	Clean, repair, or replace as necessary.	Semi-annual
13. With electric power on, check condenser fan motor for proper operation and integrity of bearings (heat, vibration, noise).	Repair or replace as necessary.	Semi-annual
14. Check air-cooled condenser surfaces for damage (e.g., bent fins) or evidence of leaks.	Straighten, repair, clean, or replace as necessary.	Semi-annual
15. Check O-rings for wear, tear, and loose fit.	Replace with new ones as necessary.	Semi-annual
16. Check the scraper blades for damage.	Replace scraper blades that are nicked or damaged.	Semi-annual
17. Check the shell bearing for signs of	Clean and lubricate following all	Semi-annual

wear (excessive mix leakage in drip pan) and be certain it is properly cleaned.	lubricating procedures as outlined in OEM manual.	
18. Check drive belt tension.	Adjust, as necessary, following the steps in the operator's manual.	Semi-annual
19. Check the type of lubricant being used.	Verify that the lubricant used is in accordance with US Department of Agriculture, FDA, and OEM requirements. Notify equipment owner if not.	Semi-annual
<b>Cleaning and Sanitizing</b>		
20. Review operator's sanitation policies.	Notify them that sanitation must comply with federal, state, and local regulations and codes. Machine must be sanitized after service.	Quarterly
Notes:		
<ol style="list-style-type: none"> <li>1. Ambient conditions of machine operation must comply with applicable codes, regulations, and OEM specifications.</li> <li>2. These two temperatures should be equal or near equal.</li> </ol>		