

VITRO Series 3

User Manual



COFFETEK

Original Manual

Vitro Series 3 User Manual

CTK Part No: 81070840

Rev: 0

Released: 09/2024

Coffetek Ltd.

Unit 1 Interplex 16 Ash Ridge Road

Bradley Stoke

Bristol, BS32 4QE

Contents

SAFETY AND WARNINGS	5
UE DECLARATION OF CONFORMITY	5
UKCA Declaration of Conformity	7
SPARE PARTS AND WARRANTIES.....	8
CHAPTER 1. GENERAL CHARACTERISTICS	9
1.1.- Description of the VITRO Series 3 line	9
1.2.- Main features.....	11
1.3.- Description of the main components	12
2.1.- Choosing a machine location.....	15
2.2.- Electrical Installation.....	15
2.3.- Water inlet	15
2.4.- Levelling	15
2.5.- Installation of the payment systems	16
2.7.- Start-up	17
2.9.- First cleaning.....	17
CHAPTER 3. FILLING THE MACHINE.....	18
3.1.- Initial filling with soluble product.	18
3.2.- Filling with coffee beans	19
3.3.- Initial filling with water	19
3.4.- Initial programming	19
CHAPTER 4. MACHINE OPERATION.....	20
4.1.- Description of a service	20
4.2.- Coffee bean unit (Espresso machine)	20
4.3.1.- Adjustments and settings	20
CHAPTER 5 – USER FUNCTIONS	21
5.1.- What are the user functions?	21
5.2.- User Menu	22
5.2.1.- Home.....	22
5.2.2.- Cleaning and Maintenance	23
5.2.3.- Machine statistics and information	26
6.1.- Reset	29
6.2.- Possible incidents during a service	29
6.3.- Disassembly of the coffee bean unit	30
6.4.- Programming of water temperature under special conditions.....	31
CHAPTER 7. CLEANING THE MACHINE.....	32
7.1.- Components that require regular cleaning	33
7.2.- Clean the service area.....	34
7.3.- Cleaning the product circuit elements	34
7.4.- Cleaning cycle for the group brewing chamber	34
7.5.- Detection of waste level	36
7.6.- Exterior cleaning	36
7.7.- Limescale cleaning cycle	36
7.8.- Measures to be taken in the event of a prolonged machine downtime.....	36

7.9.- Start-up after a long break 36

7.10.- Cleaning the payout unit 37

Annex 1. THE TREATMENT, COLLECTION, RECYCLING AND DISPOSAL OF THIS DEVICE 38

Annex 2. Daily cleaning control form (HACCP) 39

SAFETY AND WARNINGS



The documentation accompanying your machine consists of two manuals, a USER'S MANUAL, which is the one you are using, and a **SAFETY MANUAL FOR AZKOYEN COFFEE MACHINES**.

The content of the user manual of your machine is closely related to the content of the Safety Manual.

This manual is destined for the people who install and maintain this machine. If you require more technical information to customise your machine or change programming values, please contact AZKOYEN to find out how to obtain the TECHNICAL MANUAL for your machine.

IT IS IMPERATIVE THAT BEFORE USING THIS MANUAL YOU CAREFULLY READ THE INSTRUCTIONS AND WARNINGS GIVEN IN THE SAFETY MANUAL REFERENCE 81045120.

UE DECLARATION OF CONFORMITY



We, the manufacturer, Coffetek Ltd, declare under our sole responsibility that our product is in compliance with the essential requirements of the following European Union issued Directives:

- EMC Directive 2014/30/UE, and his modifications
- Machine directive 2006/42/EC
- Low Voltage Directive 2014/35/UE
- RoHS Directive 2011/65/UE, and its amends Directive 2015/863/UE
- Regulation 1935/2004, on materials and articles intended to come into contact with food.
- Regulation (EC) Plastic materials and items to be used in contact with foodstuffs 10/2011
- Regulation (EC) Best manufacturing practices for materials and items to be used in contact with foodstuffs 2023/2006

The product is according with the following norms / standards:

- IEC 60335-1:2010/AMD2:2016/COR1:2016
- IEC 60335-2-75:2012/AMD2:2018
- UNE-EN 55014-2:2015 (EN 55014-2:2015; CISPR 14-2:2015)
- UNE-EN 55014-1:2017 (EN 55014-1:2017, CISPR 14-1:2016/COR1:2016)
- UNE-EN IEC 61000-3-2:2019 (EN IEC 61000-3-2:2019; IEC 61000-3-2:2018)
- UNE-EN 61000-3-3:2013/A1:2020 (EN 61000-3-3:2013/A1:2019; IEC 61000-3-3:2013/A1:2017)

Coffetek

Unit 1 Interplex 16, Ash Ridge Rd

Bradley Stoke, Bristol



UKCA Declaration of Conformity

1. Manufacturer:

Name: Coffetek Ltd
Address: Unit 1 Interplex 16, Ash Ridge Rd, Bradley Stoke, Bristol
Postcode: BS32 4QE

2. Declare under our sole responsibility that our product:

VITRO SERIES 3

3. This declaration is issued under the sole responsibility of the product manufacturer.

4. The object of the declaration described above is in conformity with the relevant UK Statutory Instruments and their amendments:

- Electromagnetic Compatibility Regulations 2016
- Supply of Machinery (Safety) Regulations 2008
- Electrical Equipment Safety Regulations 2016
- Restriction of the Use of Hazardous Substances in Electrical and Electronic Equipment Regulations 2012
- Regulation EC 1935/2004, on materials and articles intended to come into contact with food.
- Regulation (EC) Plastic materials and items to be used in contact with foodstuffs 10/2011
- Regulation (EC) Best manufacturing practices for materials and items to be used in contact with foodstuffs 2023/2006

5. Conformity is assessed in accordance to the following standards:

- IEC 60335-1:2010/AMD2:2016/COR1:2016
- IEC 60335-2-75:2012/AMD2:2018
- UNE-EN 55014-2:2015 (EN 55014-2:2015; CISPR 14-2:2015)
- UNE-EN 55014-1:2017 (EN 55014-1:2017, CISPR 14-1:2016/COR1:2016)
- UNE-EN IEC 61000-3-2:2019 (EN IEC 61000-3-2:2019; IEC 61000-3-2:2018)
- UNE-EN 61000-3-3:2013/A1:2020 (EN 61000-3-3:2013/A1:2019; IEC 61000-3-3:2013/A1:2017)

SPARE PARTS AND WARRANTIES

Coffetek guarantees the equipment or materials it has supplied with regard to defects in materials, manufacture or design for a period of **12 MONTHS** from the date of manufacture of the machine unless expressly stipulated otherwise in the contract, offer, acceptance of the order or conditions of sale. Please refer to the nameplate on the back of your machine for the date of manufacture of your appliance.

Damage or defects due to normal wear and tear caused by use of the Product are excluded from the warranty. Also excluded from the guarantee are damages and defects caused by inadequate maintenance or upkeep, incorrect or negligent storage or handling, abusive use, faulty assembly, variations in the quality of the electrical supply (voltage, frequency, disturbances or similar), modifications made to the equipment without **Coffetek's** approval and, in general, any cause not attributable to **Coffetek**.

Contact the Technical Assistance Service of your distributor or the manufacturer through the website **WWW.COFFETEK.CO.UK** where you can find the necessary technical and spare parts information.

Hot Drink Vending Machines

VITRO SERIES 3

CHAPTER 1. GENERAL CHARACTERISTICS

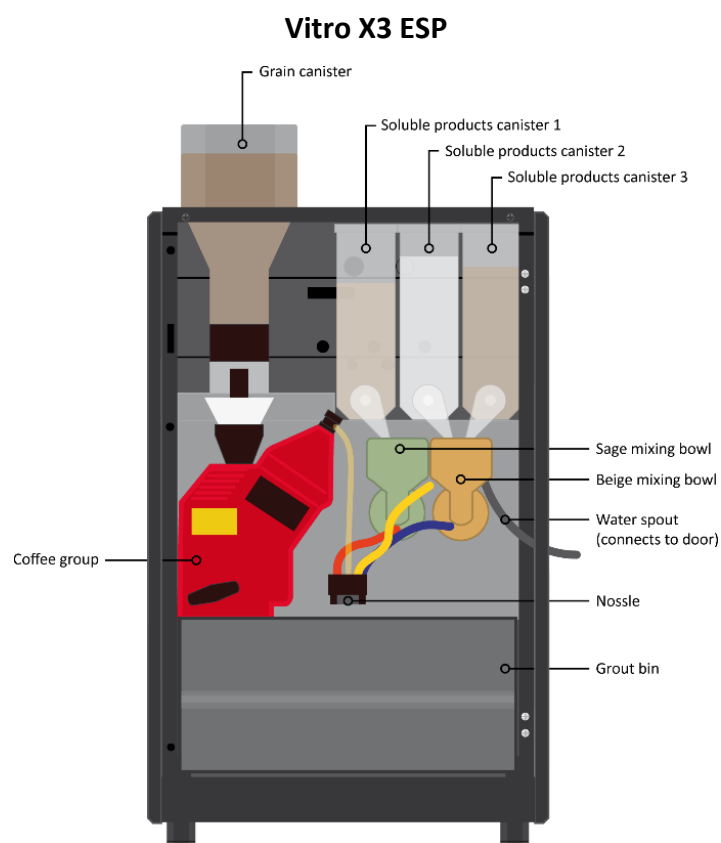
1.1.- Description of the VITRO Series 3 line

The **COFFETEK VITRO Series 3** range of machines are coffee and instant drinks dispensers which have been specially designed for use in medium-to-high consumption areas such as waiting rooms, offices, factories, etc...

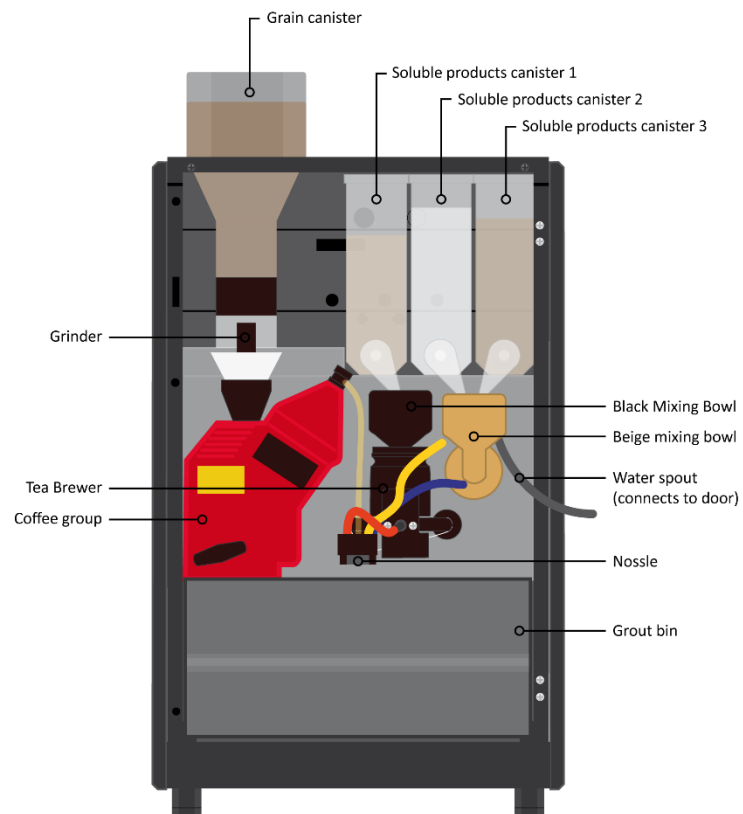
The machines are equipped with a group for making espresso coffee from coffee beans.

They can be equipped with a single grinder for one type of coffee beans or two independent grinders to use two different types of coffee. They are also capable of making INSTANT services as well as fresh brew tea.

Configurations of the VITRO Series 3 range (plan view):



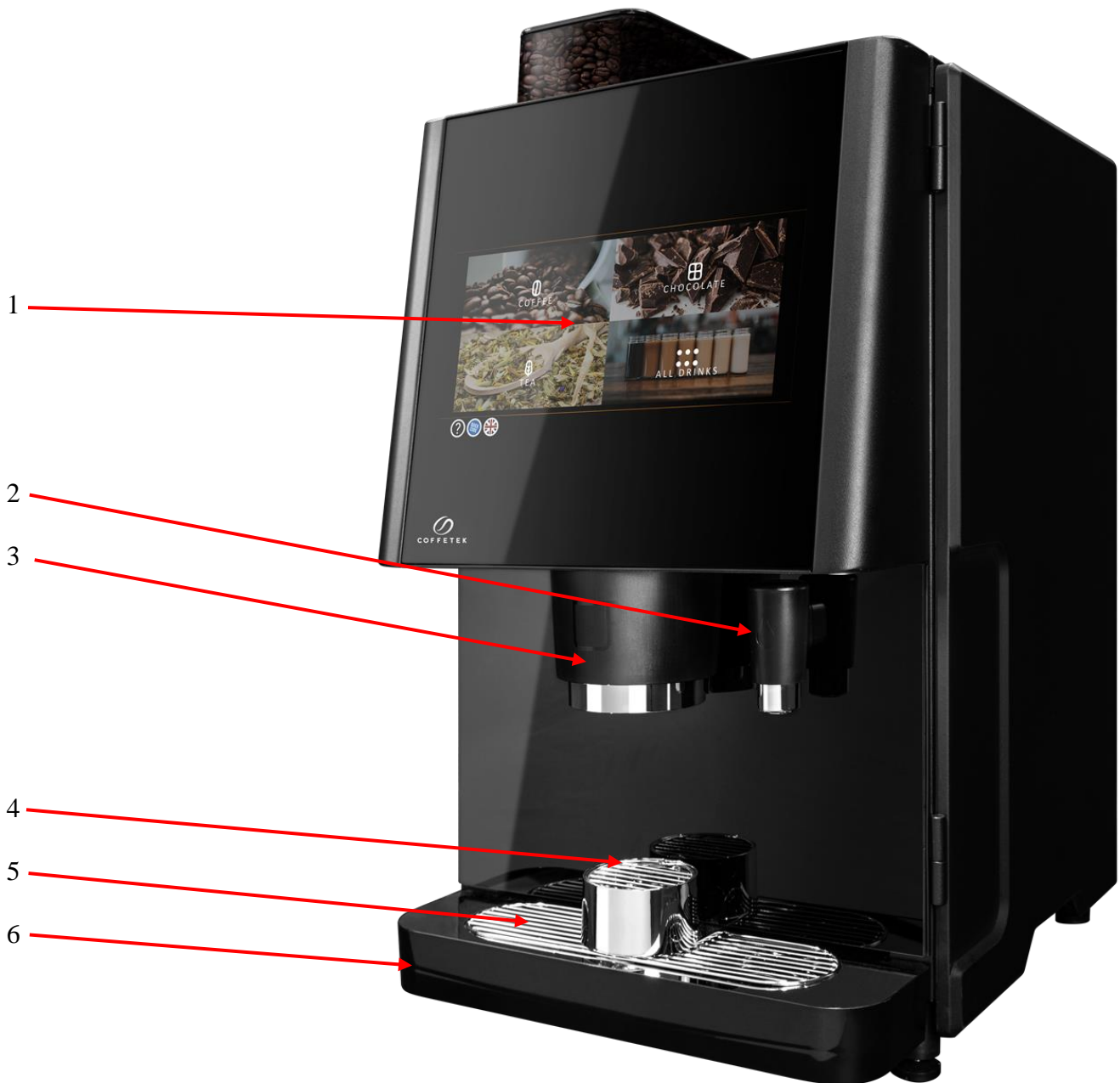
Vitro X3 FBT (Fresh Brew Tea)



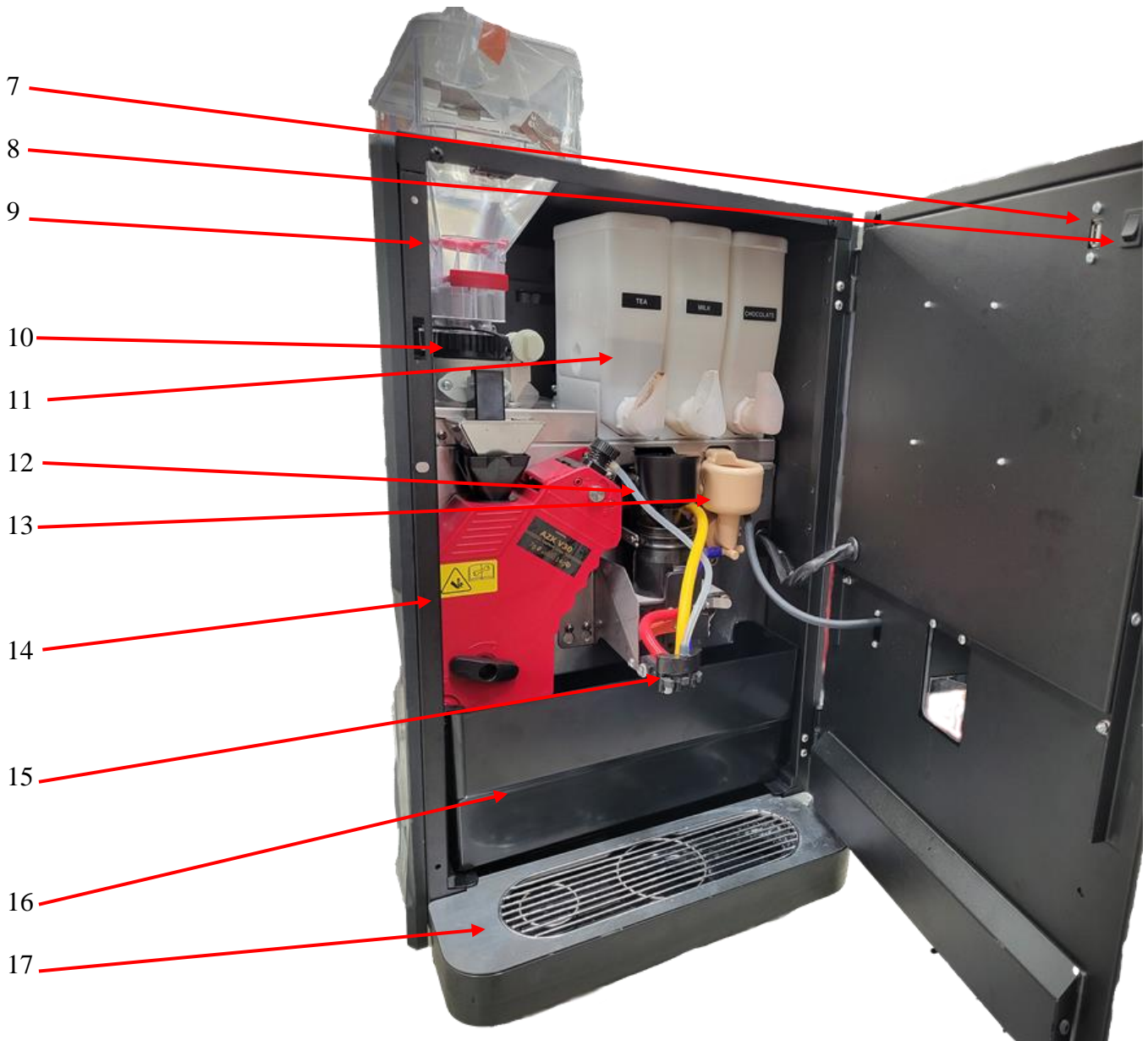
1.2.- Main features

Vitro Series 3 Dimensions (mm)	
Depth	560
Height	803
Width	444
Weight (kg) – Instant/Espresso	70
Electrical specifications	
Voltage	See characteristics plate (+6%/-10%)
Maximum impedance (at the connect. point)	Zmax = 0,28Ω
Maximum consumption	2000 W
Characteristics of the water supply system	
Types of water service connections	Water supply system, stand-alone on stand or with an incorporated tank.
Min. pressure of the water supply system	min. 0.1 Mpa.; Max. 0.8 Mpa
Hose connection diameter	3/4" M
Boiler capacity	350ml
Atmospheric boiler capacity	2.4l
Products and serving selection system	
Max. number of soluble product Canisters	2 - 4
Capacity per soluble product Canister	Canister STD 2 l. Variable capacity canister 2l, 4l.
Payment systems	
Cashless payment mechanism	MDB/ICP.
Other characteristics	
Maximum working inclination	5° (on any axis)
Sound level	<70 dB(A)
Optimum exterior temper. Environment	> 1°C - <40°C; <65% Rel. hum.

1.3.- Description of the main components



- 1) 13" Screen
- 2) Hot Water Spout
- 3) Front Nozzle
- 4) Cup Platform
- 5) Drip tray grill
- 6) Drip tray



- 7) USB Port
- 8) Programming Switch
- 9) Bean Cannister
- 10) Grinder
- 11) Soluble Product Cannisters
- 12) Tea Brewer
- 13) Mixing Bowl
- 14) Coffee Brewer group
- 15) Front Nozzle
- 16) Coffee Cake Waste Bin
- 17) Waste tray



18) Variable Piston

19) Coffee Grind Funnel

20) Lock Screw

21) Position handle

22) Lock Lever

CHAPTER 2. INSTALLATION AND START-UP

**CAUTION**

THE INSTALLATION AND OPERATIONS REQUIRED FOR INITIAL START-UP OF THESE MACHINES MUST BE PERFORMED BY QUALIFIED PERSONNEL.

2.1.- Choosing a machine location

Before choosing the location for your machine, keep in mind that if any maintenance or repair work has to be performed, it is possible that the interior of the machine may have to be accessed from the rear. A place must be selected where it is possible to eventually turn the machine around in order to be able to open the rear.

The plug of the machine's mains socket must be earthed. The socket must be connected to a good earth and must be located so that it is accessible after the machine has been installed. Ensure that the electrical installation, the socket and the circuit breaker are designed for the power consumption of the machine.

The machine must be installed in locations that comply with the recommendations for temperature, electrical and water installation, weights, etc. in this manual and must be carried out by qualified personnel.

2.2.- Electrical Installation**WARNING**

The electrical installation voltage must be the voltage indicated on the characteristics plate and must not exceed the limits established in each country.

Maximum power consumed: in accordance with the characteristics plate.

2.3.- Water inlet

Prepare a water inlet, according to the indications in the general characteristics table, in the place where the machine is to be installed.

The distance between this water inlet and any electrical socket must be at least 1m.

In any case, please comply with the directives in force in your country.

2.4.- Levelling

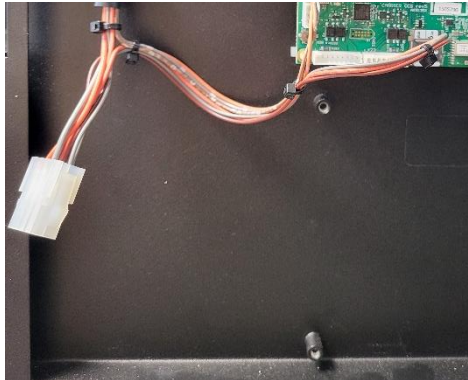
Level the machine by lifting the machine and manually twisting the legs up or down to put the base of the machine in place.

2.5.- Installation of the payment systems

Fit the payment and return systems following the instructions supplied with each part.

Once properly connected, the machine will automatically detect the coin box installed on it.

If you have fitted a banknote or card reader, or similar payment element, then you must activate it in the machine programming.



To connect a payment system, use the 6 way connector located in the cabinet of the door



2.7.- Start-up



After connecting the water hose to the mains, check that total 250V fuses are present in the fuse holders in the back of the machine. Then connect socket to the power socket, turn on the main switch located on the back of the machine.

2.9.- First cleaning



The system must be cleaned the first time the machine is switched on:

- Remove the mixers and clean with hot water
- Remove the product Canisters and wash with hot water
- Clean the Canister base
- Mount everything back on again
- flush the mixers at least 5 times. Access the Maintenance menu on the touch screen (See Programming).

If the machine has not been used for a period of time, we recommend to wash it with this process again before you start it up.

CHAPTER 3. FILLING THE MACHINE



CAUTION: SOME ACTIONS DESCRIBED BELOW MUST BE CARRIED OUT WITH THE MACHINE "ON" AND THE DOOR OPEN. MAY ONLY BE CARRIED OUT BY TECHNICAL PERSONNEL AUTHORISED BY AZKOYEN.

3.1.- Initial filling with soluble product.

Lift the cover of the Canister to be filled and fill with product. Be careful that the product filled corresponds to product for that Canister (each Canister has a label that indicates the product to be filled).

Recommendation: The ramp on which the product falls from the Canister should be turned upwards to prevent unwanted product spillage.

When the product has been loaded, close the Canister lid, position the ramp suitably and proceed to load the next Canister.



You can also remove the canister from the machine for easy loading. To reinstall the cannister line the Spindle receptacle to the spindle, push the canister back until the guiding mount (located on bottom side of cannister) slots into the shelves hole.



Recommendation: It is advisable that the product drop chute of the hopper is turned upwards to avoid unintentional spillage of the product.

3.2.- Filling with coffee beans

Remove the Canister cover and dump the content of the coffee package inside until the desired measure is reached.

If you prefer to take the Canister out of the machine to fill it more comfortably, remember that the **Canister flow gate** (1, Fig. 2) must be closed in order to prevent the content of the Canister from spilling and to use a Phillips head screwdriver to remove the holding screw (found underneath the cannister connected to the top of the machine)

3.3.- Initial filling with water

All of the machines automatically fill the boilers and cold-water buffer when the machine is started



BEFORE CONNECTING THE MACHINE, ENSURE THAT THE MACHINE HAS A WATER SUPPLY FOR FILLING THE BOILER

3.4.- Initial programming

The machine will be sent with the programming predefined by AZKOYEN which allows it to operate immediately, once all the installation and product loading operations have been carried out.

If you wish to modify any of the function values, you must access **ADVANCED PROGRAMMING**.

ADVANCED PROGRAMMING is accessible by password and is only allowed to authorised users.



THIS MANUAL IS INTENDED FOR PEOPLE WHO INSTALL AND MAINTAIN THIS MACHINE. IF YOU REQUIRE MORE TECHNICAL INFORMATION TO CUSTOMISE YOUR MACHINE OR CHANGE PROGRAMMING VALUES, PLEASE CONTACT AZKOYEN TO FIND OUT HOW TO OBTAIN THE TECHNICAL MANUAL FOR YOUR MACHINE.

CHAPTER 4. MACHINE OPERATION

4.1.- Description of a service

- Ensure a cup is placed underneath the machine's nose.
- Navigate to desired drink family menu and select desired drink.
- If adjustable coffee amount option is enabled drag the interactive coffee amount bar to choose amount of coffee to be used.
- The machine provides the requested service.
- If the amount entered exceeds the amount of the service, the machine will refund the remaining amount.

4.2.- Coffee bean unit (Espresso machine)

The coffee beans are stored in the grinder Canister. When a service is requested, the brewer unit moves to the loading position and the grinder grinds the programmed quantity of coffee. The coffee is subsequently sent to the doser, where the coffee is dosed and drops to the brewer piston.

Then the unit advances to the brewing position, and the piston presses the coffee puck. The pump injects the amount of water programmed into the unit for a pre-set length of time.

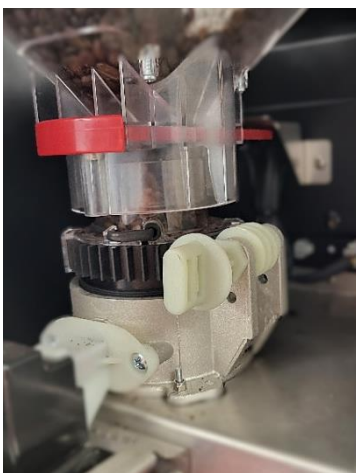
The coffee drops into the cup because of this operation.

To identify the elements of the group, see fig. 2.

4.3.1.- Adjustments and settings

Coffee dose regulation. The grinder is time controlled. The factory setting is equivalent to a dose of 6.5 grams.

If you wish to vary the grinding time and consequently the dose, you must access the TECHNICAL MANUAL.



To adjust the grind. The grind adjustment handle (M) is located on the top of the unit.

The grinder leaves the factory adjusted at the optimum grinding position, but if you wish to change the grinding degree, use it to adjust it to the desired degree.

You can move the regulator one or two positions while the grinder motor is running to avoid blocking the grinding wheels with coffee.

VERIFY THAT THE DOSAGE IS CORRECT WHENEVER AN ADJUSTMENT IS MADE AND PERFORM A FEW COFFEE SERVICES TO ENSURE PROPER OPERATION.

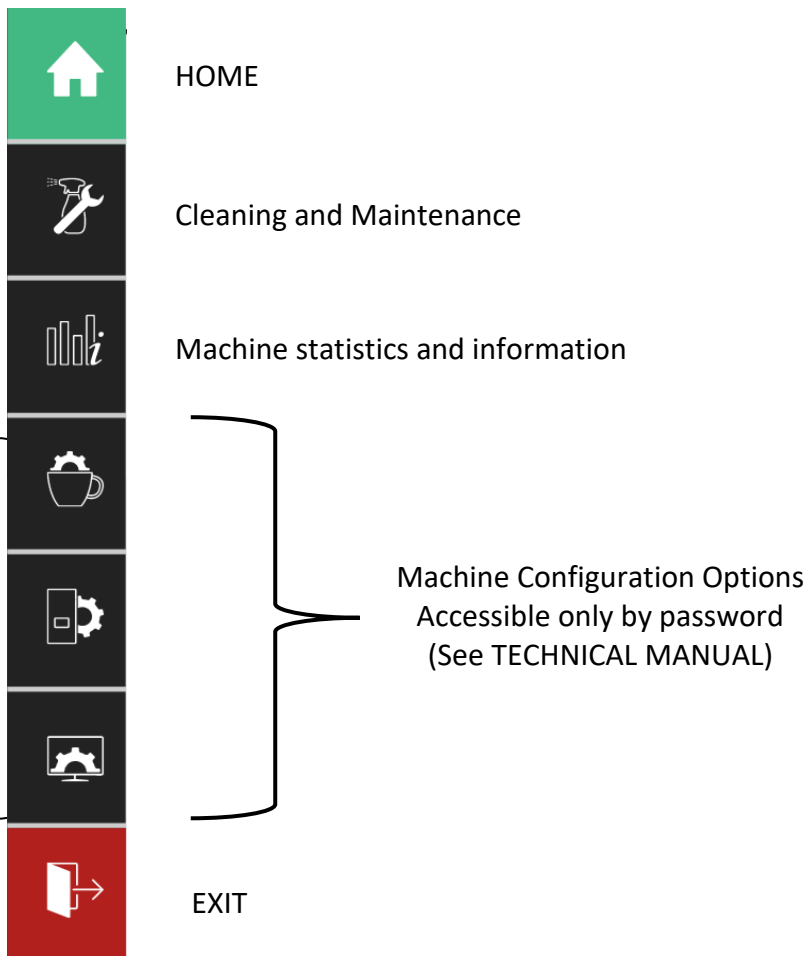
CHAPTER 5 – USER FUNTIONS

5.1.- What are the user functions?

The machine can execute a series of functions that can be carried out by the personnel in charge of maintenance.

The machine has a rocker switch (programming switch) on the back of the screen door, hold down the rocker switch for 4 seconds and then release, this will gain access to the user menu.

Once the menu is accessed, the user can choose from the following functions:



The functions marked as "password only" are reserved for qualified and authorised technical personnel and are explained in the TECHNICAL MANUAL.

5.2.- User Menu

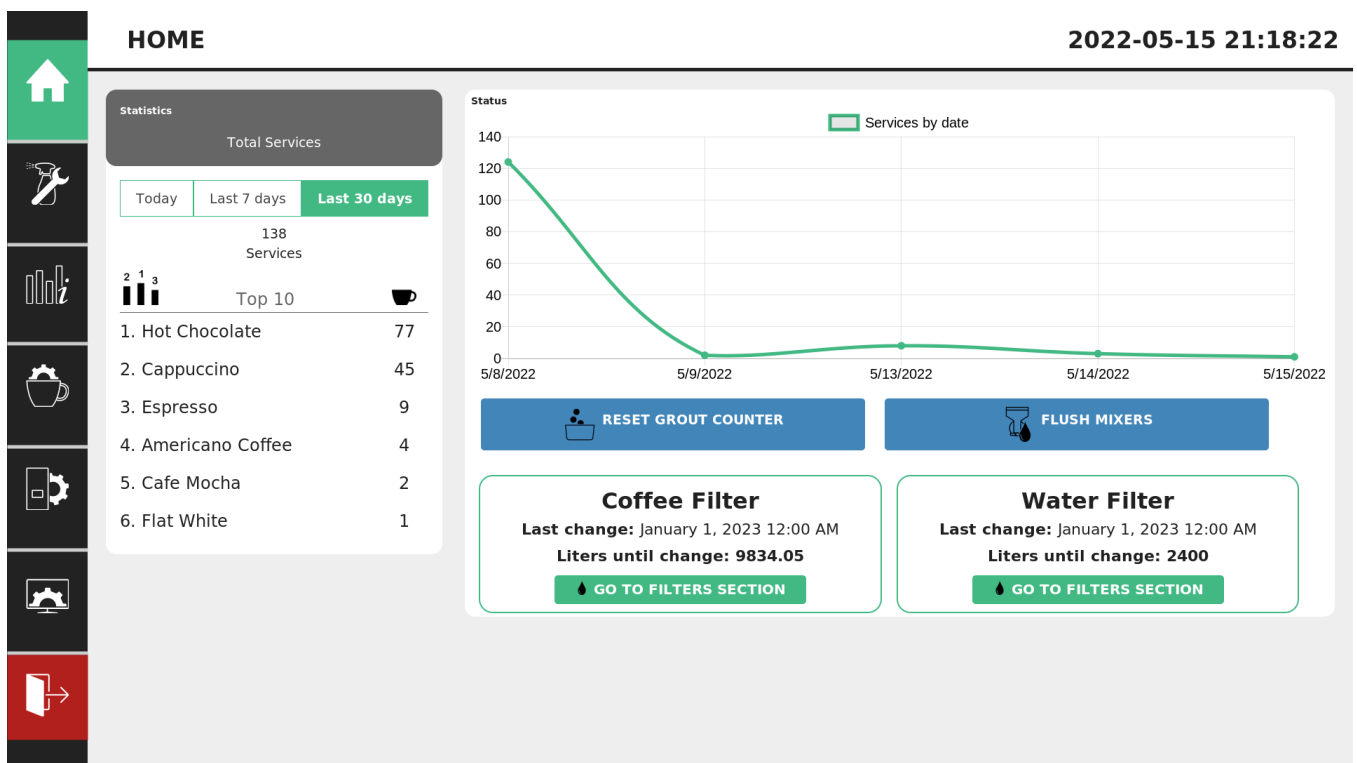


The machine identifies the devices it is equipped with and will display only the functions it needs. For example, if your machine is an espresso machine, the tea group cleaning option will not appear.

5.2.1.- Home

On the Home screen the following functions can be executed:

- see a summary of the services performed by the machine in the last month, the last week and the current day.
- see a graph with the number of services per day.
- perform the cleaning of the machine's mixers.
- Reset grout counter

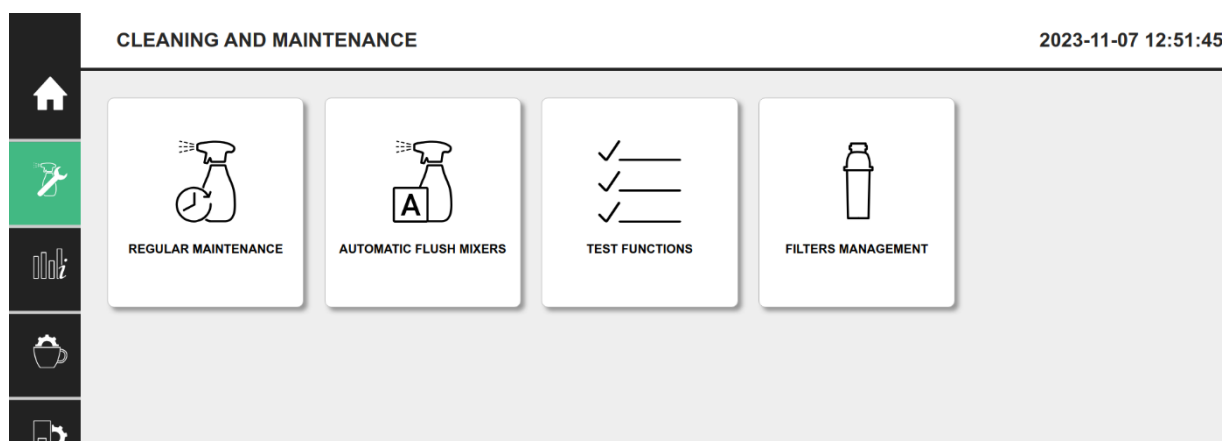


5.2.2.- Cleaning and Maintenance

This screen allows the user to carry out cleaning and maintenance of the machine. The following function sub menus are available:

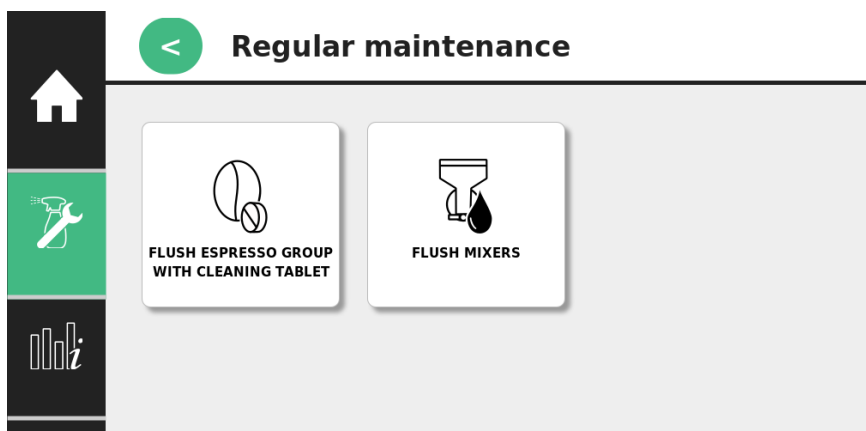
- Regular maintenance
- Automatic flush of the mixers.
- Test functions.
- Water filter management

As indicated above, the options may vary depending on the devices your machine is equipped with (and whether they are enabled or not).

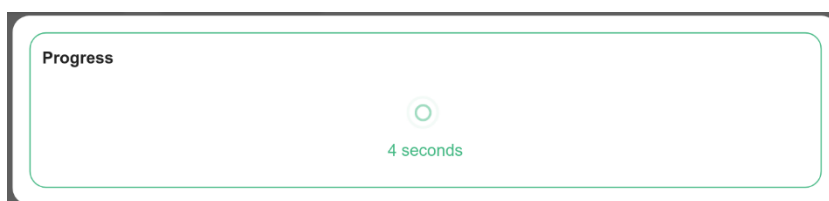


Regular maintenance

If you choose the Regular Maintenance function, you will be taken to a screen where you can perform cleaning of the devices fitted to your machine. You will see as many options as there are devices in your machine.



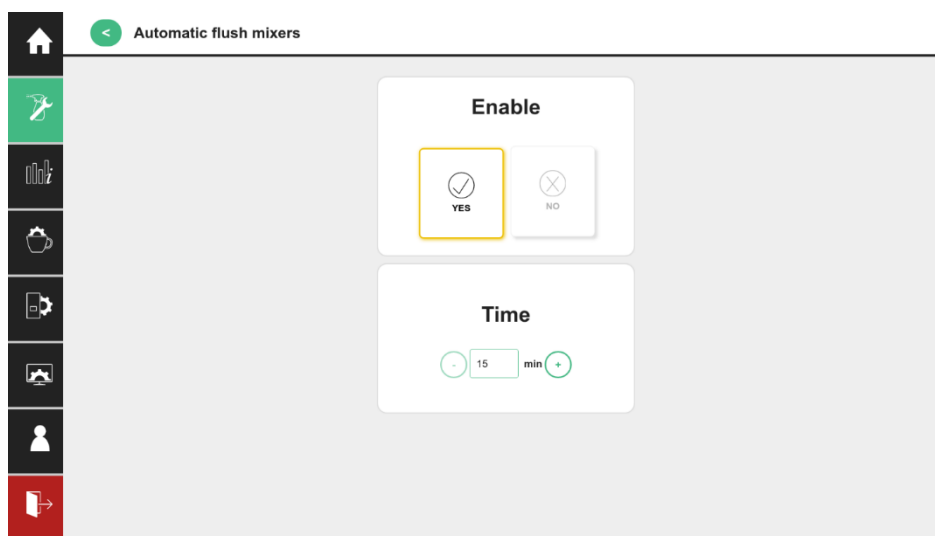
By pressing one of the buttons, the action will start and a progress bar will be displayed. Once the process starts, it cannot be stopped.



Automatic flush of mixers

This function determines whether you want a rinse of the product outlet circuit to be performed after a service and the time that should elapse between the service and the rinse.

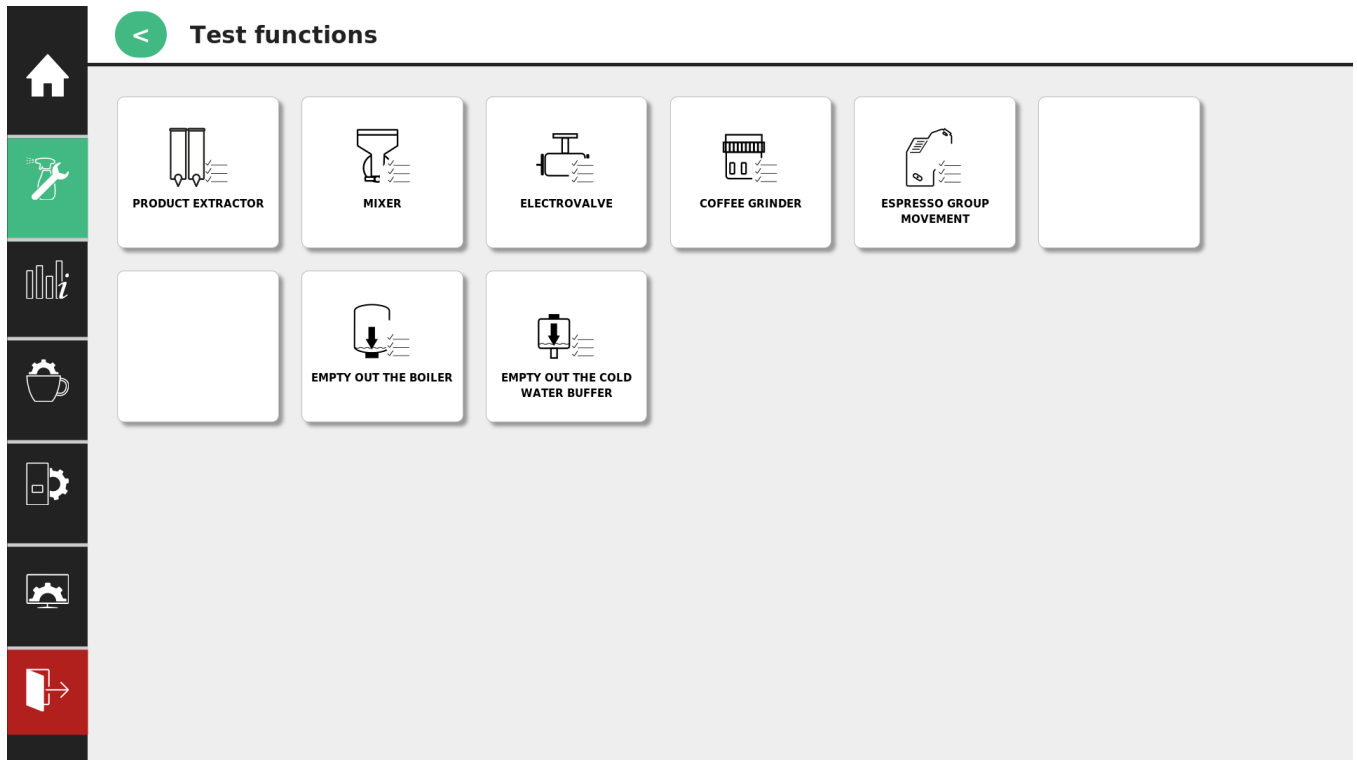
Choose Yes or No to have an automatic rinse and, if you choose yes, use the +/- buttons to set the time lapse after a service, in minutes.



Test functions

In this screen we can test the devices available on the machine. Depending on the devices available, the associated tests will be displayed.

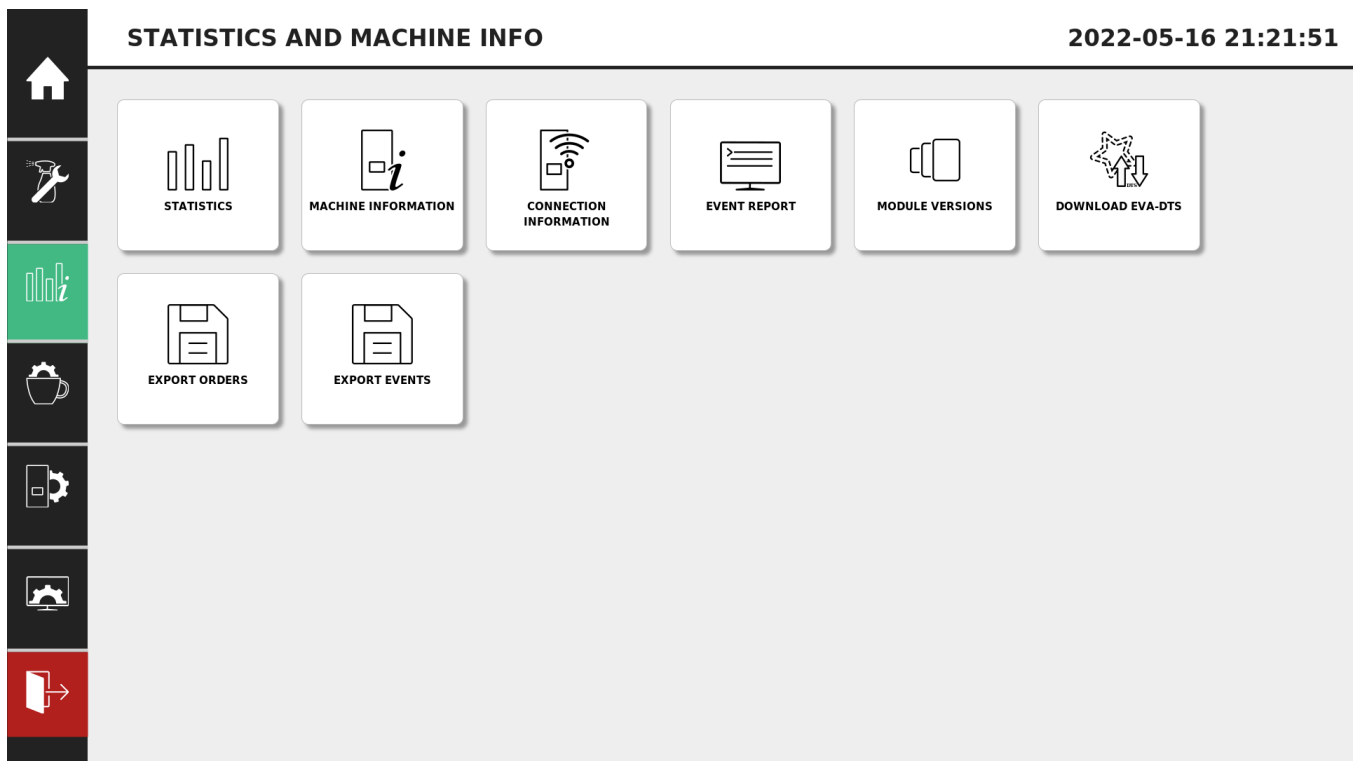
Some of the tests will be executed directly and others will offer us a modal screen where we can choose the different options to test.



5.2.3.- Machine statistics and information

This menu allows us to consult the machine information. We have the following submenus:

- Statistics.
- Machine information.
- Report of events.
- Module versions.
- Download EVA-DTS.
- Export orders.
- Export events.



Statistics

In this screen we can access the sales statistics separated by:

- Total sales.
- Paid sales.
- Free sales.
- Cash sales.
- Sales without cash.
- Sales by selection (by service).
- Paid sales by selection.
- Free bandages per selection.
- Cash bandages per selection.
- Cashless sales per selection.

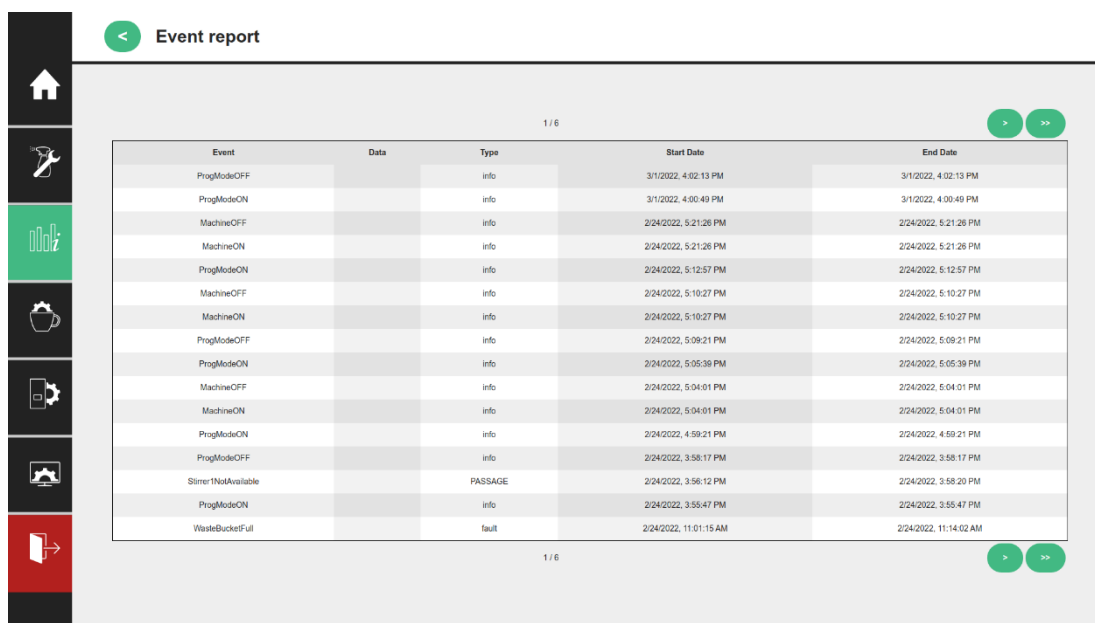
In addition, it is possible to remove sales from the machine.

Machine information

- In this screen we can view and edit the machine identification data, among them:
- Name of the machine.
- Description of the machine.
- Serial number.
- Imsi (International Mobile Subscriber Identity).
- Machine model

Incidents report

If your machine is out of service or you simply wish to know if there has been any incident since the last time you consulted it, access this screen and the machine will show you a list of all the incidents it has had in order of the date of the incident (the first in the list is the most recent).



Event	Data	Type	Start Date	End Date
ProgModeOFF		info	3/1/2022, 4:02:13 PM	3/1/2022, 4:02:13 PM
ProgModeON		info	3/1/2022, 4:00:49 PM	3/1/2022, 4:00:49 PM
MachineOFF		info	2/24/2022, 5:21:26 PM	2/24/2022, 5:21:26 PM
MachineON		info	2/24/2022, 5:21:26 PM	2/24/2022, 5:21:26 PM
ProgModeON		info	2/24/2022, 5:12:57 PM	2/24/2022, 5:12:57 PM
MachineOFF		info	2/24/2022, 5:10:27 PM	2/24/2022, 5:10:27 PM
MachineON		info	2/24/2022, 5:10:27 PM	2/24/2022, 5:10:27 PM
ProgModeOFF		info	2/24/2022, 5:09:21 PM	2/24/2022, 5:09:21 PM
ProgModeON		info	2/24/2022, 5:05:39 PM	2/24/2022, 5:05:39 PM
MachineOFF		info	2/24/2022, 5:04:01 PM	2/24/2022, 5:04:01 PM
MachineON		info	2/24/2022, 5:04:01 PM	2/24/2022, 5:04:01 PM
ProgModeON		info	2/24/2022, 4:59:21 PM	2/24/2022, 4:59:21 PM
ProgModeOFF		info	2/24/2022, 3:58:17 PM	2/24/2022, 3:58:17 PM
Stimer1NotAvailable		PASSAGE	2/24/2022, 3:56:12 PM	2/24/2022, 3:58:20 PM
ProgModeON		info	2/24/2022, 3:55:47 PM	2/24/2022, 3:55:47 PM
WasteBucketFull		fault	2/24/2022, 11:01:15 AM	2/24/2022, 11:14:02 AM

The listing indicates the event, whether it has any associated data, whether the event type is a fault or just normal operating information, and the start and end dates of the event.

Use the arrows to scroll through the list.

If an event has no end date, it has not yet been set. Enter and exit programming (by pressing the D key on the controller) and the machine will restart. If the event persists, contact technical support.

The rest of the functions are related to the software and firmware of the machine and are as follows:

- **Module versions.** This screen shows the current software versions of the machine.
- **Download EVA-DTS.** This option allows us to generate and extract the EVA-DTS information from the machine to a USB drive.
- **Export Orders.** This option allows us to generate and extract to a USB unit the sales of the machine in JSON format. The file is saved in the 'info' directory. If it does not exist, it is created. The file name is generated with the format 'orders-YYYYY-MM-DDTHHMMSS.json'.
- **Export events.** This option allows us to generate and extract to a USB memory the events of the machine in JSON format. The file is saved in the 'info' directory. If it does not exist, it is created. The file name is generated with the format 'events-YYYYY-MM-DDTHHMMSS.json'.

5.2.4

The remaining menu options can be found in the technical manual

CHAPTER 6 - ANOMALY CONTROL AND MAINTENANCE

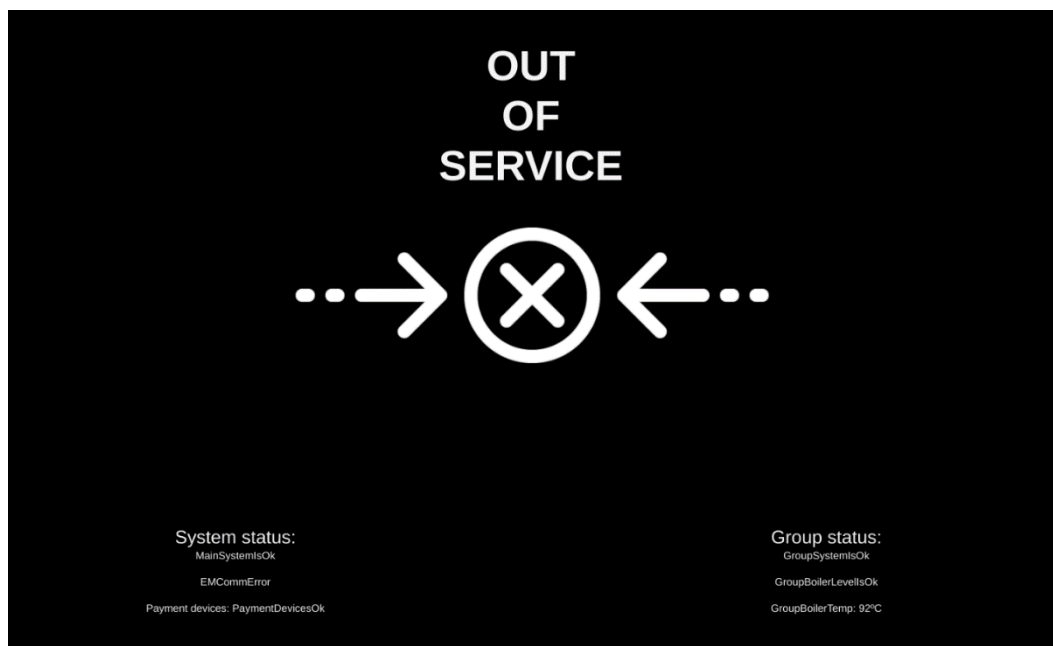
6.1.- Reset

If the machine is out of service, enter and exit programming **by pressing the exit button on the bottom left of the program menu.**

**6.2.- Possible incidents during a service**

- **If the machine turns off** or there is a power outage in the middle of a service, the value of the service will be discounted from the existing credit.
- **If the machine turns off when it has credit and is waiting for a selection**, it maintains the credit intact.
- **If the machine is out of coffee beans** or if there is a problem with serving espresso coffee, the machine only allows services of soluble product.
- **Waste tray is full.** The water inlet is closed and the boiler is turned off until the machine is no longer in OOS (out of service).

Occasionally, if the machine has had an incident that requires some action by the Technical Service in order to be solved, it will be placed in "**OUT OF SERVICE**" status, not allowing any other function to be carried out until the incident is solved.



At the bottom left of the screen, information about the incident or problem is displayed. This information is a text that can help the technical service to identify the problem.

As a general rule, if you find that your machine is OUT OF SERVICE, perform a RESET (see 6.1) and if the problem persists, notify the Technical Service.

6.3.- Disassembly of the coffee bean unit



Set the group to load mode, go to **Programming -> Cleaning and maintenance -> Test functions -> Espresso group movement -> Go to load**

Groups AZK V30 In order to disassemble the complete lower unit perform the following steps.

- 1- Turn the positional lever so that the espresso compartment is disengaged from the piston.
- 2- Unlock the bottom left lock lever by turning the lever up
- 3- Spin the magnetic lock anticlockwise until magnet biting point has been reached.
- 4- Push Brewer unit up and out of the bracket.



6.4.- Programming of water temperature under special conditions

The machine is set at the factory with a boiler water temperature of 85°C.

Depending on the altitude of the city where the machine is located, the water may reach its boiling point at temperatures well below 100°C.

If the temperature of the machine is changed to values higher than the boiling point of the water, the hydraulic system of the machine is likely to fail.

To adjust the temperature of the boiler, please refer to the TECHNICAL MANUAL.

Examples:

Height (on the level of the sea)	Water boiling Temperature	Maximum recommended boiler temp. (Función 461)
1500m	95°C	92°C
1800m	94°C	91°C
2100m	93°C	90°C
2400m	92°C	89°C
2700m	91°C	88°C



IF THE MACHINE IS NOT GOING TO BE USED AND WITHOUT SUPERVISION DURING A PERIOD OF TIME, WE RECOMMEND CLOSING THE WATER TAP CONNECTED TO THE MACHINE. MALFUNCTION OF THE INPUT VALVE COULD FLOOD THE MACHINE

CHAPTER 7. CLEANING THE MACHINE

! WARNING



MAINTENANCE AND CLEANING TASKS MUST ONLY BE CARRIED OUT BY QUALIFIED STAFF WHO HAVE BEEN TRAINED ON USE AND MAINTENANCE OF THIS MACHINE. ALL OPERATIONS MUST BE CARRIED OUT WITH THE MACHINE DISCONNECTED FROM THE MAINS.



IT IS ESSENTIAL TO AVOID WATER FREEZING INSIDE THE MACHINE. IF YOU ARE GOING TO CARRY OUT ANY MAINTENANCE WORK INVOLVING THE MACHINE BEING DISCONNECTED FOR A LONG PERIOD OF TIME, THE BOILER MUST BE EMPTIED.



Elements requiring periodic cleaning.

1. Product chutes
2. Suction tunnel
3. Tea Brewer
4. Mixers
5. Coffee bean waste bin
6. Liquid Waste Tray

7.1.- Components that require regular cleaning

Depending on the number of services that the machine provides, the machine components must be cleaned more or less regularly.

Para un mantenimiento adecuado y una buena calidad del producto de su máquina, es imprescindible que siga las instrucciones en todo momento.

The following table details the recommended cleaning and frequency.

Once a week or every 100 services	<ul style="list-style-type: none"> • Check the product ramps. Wipe with a dry cloth if necessary. • Perform a cleaning of the mixers (See Chapter 5. User Functions). • Clean the stainless steel trim of the mixers area. • Empty the liquid waste bucket • Empty the coffee bean waste container • Clean the service compartment • Clean the glass front after all operations have been carried out. • Cleaning the drain pump (on machines equipped with a drain pump).
Once a month or every 500 services	<ul style="list-style-type: none"> • Remove the mixer blades and the nozzle support. Wash with hot water • Thoroughly clean the stainless steel trim when the Mixers are removed • Clean the stainless steel base when the waste buckets are removed. • Clean the suction manifolds • Remove the product Canisters and clean the base of the area
Every 3 month or 1000 services (espresso machines)	<ul style="list-style-type: none"> • Make a cleaning of the brewing chamber of the coffee group (See Chapter 5. User functions)
Once a year or every 5000 services	<ul style="list-style-type: none"> • Perform all of the above. • Change the coffee filter of the group (see 5.4). • Wash the filter using the Cleaning Cycle, or retreat to thoroughly clean with detergent. (See Chapter 5. User functions)
Once every 2 years or every 20,000 services	<ul style="list-style-type: none"> • Check the wheels of the grinder and replace if necessary. This task can only be accomplished qualified personnel.
Limescale filter	<ul style="list-style-type: none"> • Replace cartridge according to manufacturer's specifications.

7.2.- Clean the service area

Turn the machine off. Slide waste tray out of compartment, caution advised when handling the waste tray due to potentially having reached maximum liquid capacity.

Pour out the contents of tray and proceed to disassemble waste tray.

Clean grill, tray and glass base panel with disinfectant and glass cleaner. Clean nose of machine with disinfectant then reassemble tray for insertion back into the machine.

Turn on the machine.

Do not use cleaning equipment that may leave scratch marks on the machine's cover plates.

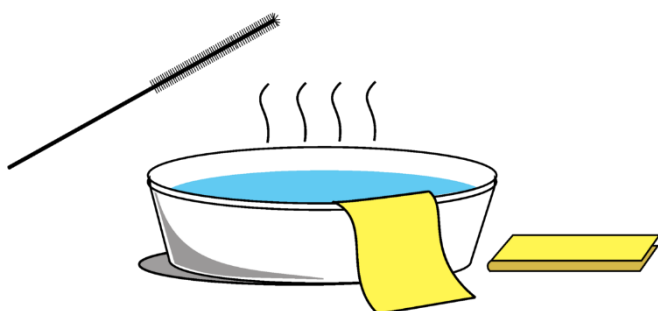
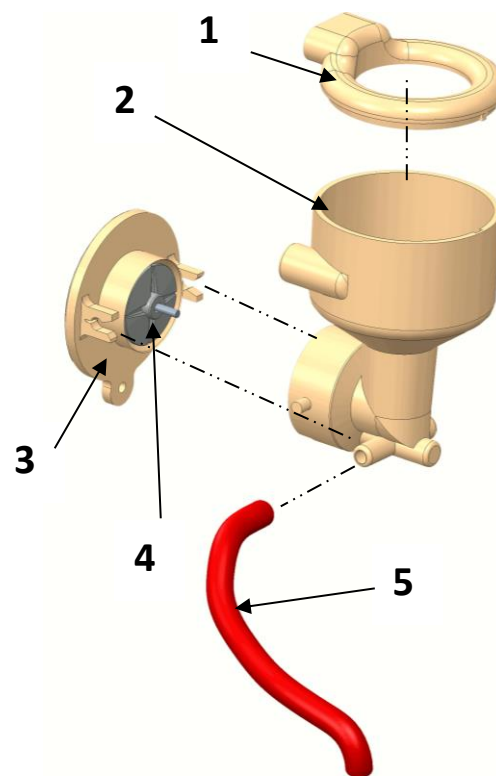
7.3.- Cleaning the product circuit elements



Pull out the mixer to clean it or replace it with a clean one.

Remember to position the canister outlet elbows upwards to prevent product from escaping, which could stain the machine, when the beater is removed.

1. Mixer lid
2. Mixer body
3. Motor
4. Mixer remover Blades
5. Product outlet pipe



Wash all components with warm water and remove visible residues using clean damp cloths and the cleaning brush, which is included with your machine.

7.4.- Cleaning cycle for the group brewing chamber

For hygiene reasons, this process should be performed in order to eliminate coffee particles from the brewing chamber.

Use special detergent tablets for super-automatic coffee machines. There are tablets weighing 2 to 3 g available on the market.



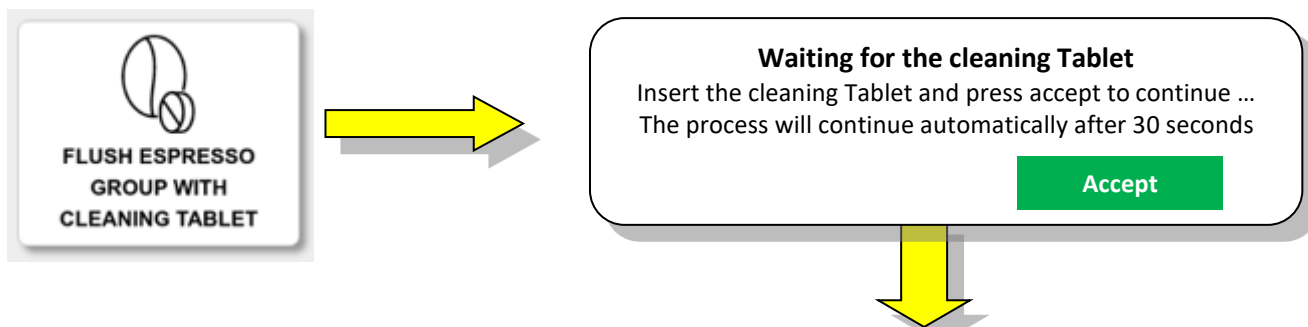
Before starting this operation

- That the dregs tray is fitted on the machine, as liquids will fall in it.
- You also need a cleaning tablet ready for use.

Once the machine starts the cleaning cycle, it cannot be stopped. If you want to stop the cycle for any reason, you must switch the machine off and turn it back on again. It is not advisable to do this if you have already inserted the cleaning tablet, as tablet residues may remain in the circuit.

When the cleaning cycle has finished, the machine will resume normal service.

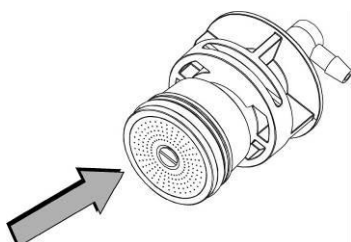
To run the cleaning cycle:



Go to **Programming -> Cleaning and maintenance** and select the option **GROUP CLEANING**.

The cleaning tablet must be inserted into the funnel of the group when the screen prompts you to do so.

For correct cleaning, you should remove the brewing piston and clean the upper filter with cleaning paper or a brush to eliminate any particles which may remain on the filter. To dismantle the piston, follow the instructions in 6.3.



AZKOYEN CAN SUPPLY YOU WITH AN APPROVED PAD KIT. REQUEST REFERENCE 09725700 FROM YOUR TECHNICAL SERVICE.

7.5.- Detection of waste level

By means of a probe in the drip tray, the machine detects the filling level of the tray.

Once the drip tray (7, Fig.1) is full, the machine will warn you with a message on the information display and will be put out of service until it is empty.



7.6.- Exterior cleaning

Do not use a spray! Use warm water (between 20° C and 40° C) and any of the following products: dishwasher detergent, neutral shampoo for hair or glass cleaner without alcohol.

Rinse with an aqueous solution of vinegar (acetic acid) at a 2% concentration and dry with a soft cloth or chamois.

In the event of persistent stains (grease, beverages, etc.), use a solution of water and sanitary alcohol (96° ethanol) at a 1% concentration.

7.7.- Limescale cleaning cycle

If you use the recommended water filters, it is not necessary to carry out this type of cleaning. If you wish to do so, please contact your Technical Service.



7.8.- Measures to be taken in the event of a prolonged machine downtime

If the machine is to be on a prolonged break, it is recommended to perform the following tasks:

- Close the water supply tap and electrically disconnect the machine.
- Empty the bean Canisters and instant product Canisters of product.
- Empty the grounds bucket and reset the grout counter if enabled.
- Empty out the boiler and cold-water buffer, options found in the Cleaning and Maintenance menu.



7.9.- Start-up after a long break

After a prolonged break, it is recommended to carry out the following tasks:

- Open the water supply tap.
- Switch the machine on electrically.
- If the machine has had an operating break of at least 2 days, it is recommended to perform the whisk wash at least 3 times to renew the water that was in the boiler, before performing services.
- Do a milk group cleaning, if your machine is equipped with Easy Milk technology.



7.10.- Cleaning the payout unit

Consult the user manual of the payout unit installed.



THESE MACHINES ARE DESIGNED FOR INDOOR USE ONLY. THEY MUST NOT BE LOCATED WHERE THEY CAN BE EXPOSED TO WATER JETS, NOR BE CLEANED BY THIS METHOD.

Annex 1. THE TREATMENT, COLLECTION, RECYCLING AND DISPOSAL OF THIS DEVICE

DIRECTIVE 2012/19/CE ON THE TREATMENT, COLLECTION, RECYCLING AND DISPOSAL OF ELECTRIC AND ELECTRONIC DEVICES AND THEIR COMPONENTS

INFORMATION

1. For countries in the European union (EU)

The disposal of electric and electronic devices as solid urban waste is strictly prohibited: it must be collected separately. The dumping of these devices at unequipped and unauthorized places may have hazardous effects on health and the environment. Offenders will be subjected to the penalties and measures laid down by the law.

To dispose of our devices correctly

- a) Contact the Local Authorities, who will give you the practical information you need and the instructions for handling the
- b) waste correctly, for example: location and times of the waste collection centres, etc.
- c) When you purchase a new device of ours, give a used device similar to the one purchased to our dealer for disposal.



The crossed dustbin symbol on the device means that:

- When it to be disposed of, the device is to be taken to the equipped waste collection centres and is to be handled separately from urban waste.
- The producer guarantees the activation of the treatment, collection, recycling and disposal procedures in accordance with Directive 2012/19/CE (and subsequent amendments).

2. For other countries (not in the EU)

The treatment, collection, recycling and disposal of electric and electronic devices will be carried out in accordance with the laws in force in the country in question

Annex 2. Daily cleaning control form (HACCP)



Month

Daily cleaning procedure record

Day	Responsible	Signature
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Day	Responsible	Signature
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		