Sure Immersion® 312

Daily, Weekly & Monthly Cleaning Instructions

INSTRUCTIONS

Use this guide for your daily and weekly cleaning instructions. The front page displays a quick overview to use as a checklist. The additional pages show detailed steps for the cleaning processes.

DAILY CLEANING CHECKLIST

☐ Clean Machine Exterior

- Wash Exterior Surfaces
- Rinse with warm water

☐ Wash Parts

- Wash drip tray and cover
- Wipe down front panel, door and cabinet
- Mixing Chamber Parts

☐ Machine Rinse

- Perform at least once a day

WEEKLY CLEANING CHECKLIST

☐ Automated Machine Cleaning

- Follow instructions in Care & Cleaning folder

GENERAL MAINTENANCE

☐ Replacing Paper Filter

- Insert filter paper into machine
- Feed filter paper through machine
- Close machine and go to the Service Access screen
- Press the Advance Paper button

MONTHLY CLEANING CHECKLIST

☐ Brew Funnel

- Disconnect hose and remove funnel
- Wash funnel and reassemble
- Reattach hose
- Mixing chamber parts

continued >

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DAILY CLEANING INSTRUCTIONS

Machine Exterior

The use of a damp cloth rinsed in any mild, non-abrasive, liquid detergent is recommended for cleaning all surfaces on the brewer.



Exterior Surfaces:

1. Wash the stainless steel interior surfaces of the dispenser with warm, soapy water.
   - Do not use any abrasive materials.
   - Use a soft, dry cloth to wipe down the exterior surfaces of the dispenser.
2. Rinse with warm clear water. If the water is hard, wipe the dispenser dry with a soft cloth to prevent spotting.

Daily: Parts Washing:

1. Remove and wash the drip tray and drip tray cover in a mild detergent solution. Rinse and dry thoroughly.
2. Wipe the lower front panel, door, and cabinet with a clean damp cloth.

Automated Machine Rinse

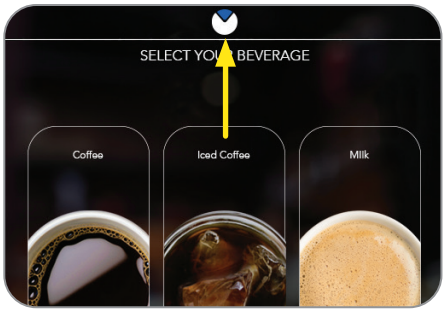
A machine rinse should be performed at least once a day. Additional machine rinses are recommended for machines that experience high usage.

When a daily machine rinse is needed, you will be prompted by the machine via a Customer Care Notice at the bottom of the main screen.

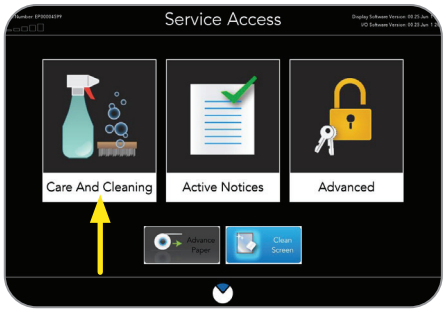


To perform a machine rinse and clear the Customer Care Notice, follow the directions below.

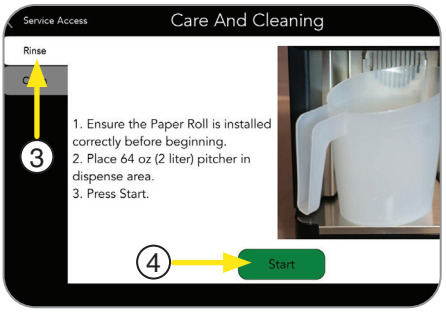
Rinse Tab



1. Press and hold the BUNN logo at the top of the screen for 3 seconds to access the Service Access screen.



2. From the Service Access screen, press the CARE AND CLEANING button.



3. From the Care and Cleaning screen, select the RINSE tab.
4. Press the START button.

   Follow the instructions on the screen until the Rinse cycle is complete (approx. 3 min).

Daily cleaning process is complete.

GENERAL MAINTENANCE

Installing Filter Paper Roll

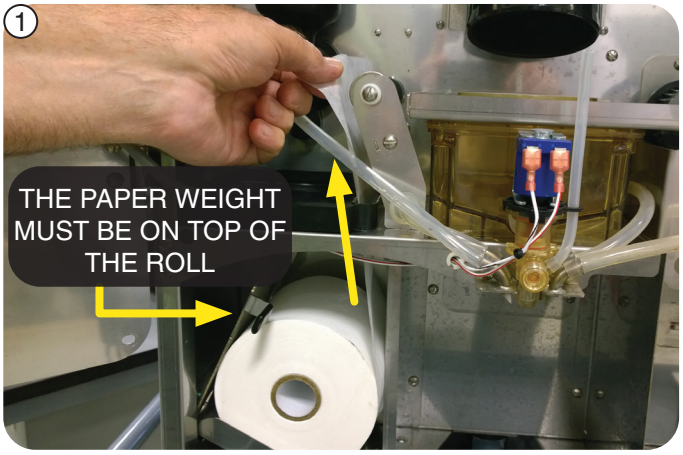
After Initial Setup and once the initialization sequence is complete, the Filter Paper must be loaded.

NOTE: If the Filter Paper is loaded incorrectly, the paper will not advance properly and tear.

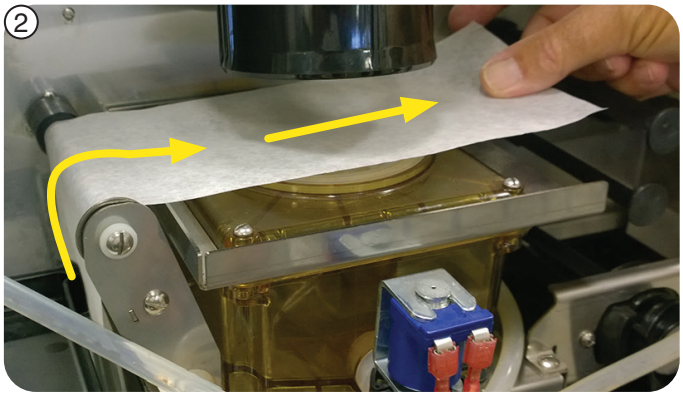
If you are starting with a new paper roll, start here. If you are continuing with a partial roll that you cut at the top spindle, go to step 2.

1. Install filter paper roll and then route the filter paper through the tractor drive as shown.

   Pull the end of the paper roll up, and over left spindle.

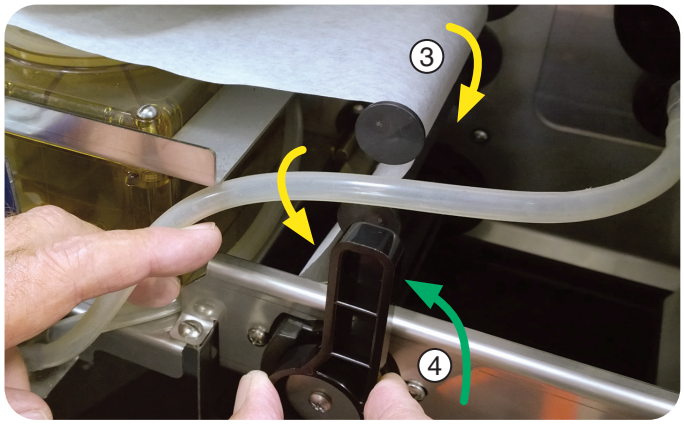


2. Pull end of paper between the Brew Funnel and Brew Box.



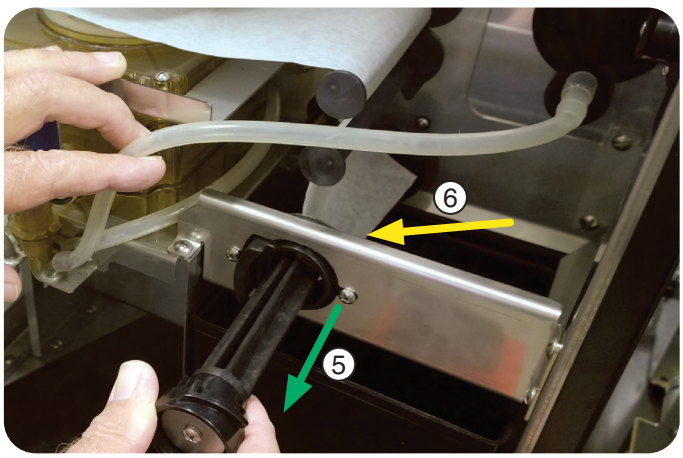
3. Continue paper over the top spindle, then on the left side of the middle spindle. Feed the paper in front of the pick-up (bottom) spindle with the handle.

4. Flip the handle a quarter turn to the left.



5. Pull the handle out as shown.

6. Place the paper in the slot that goes the length of the pick-up spindle.



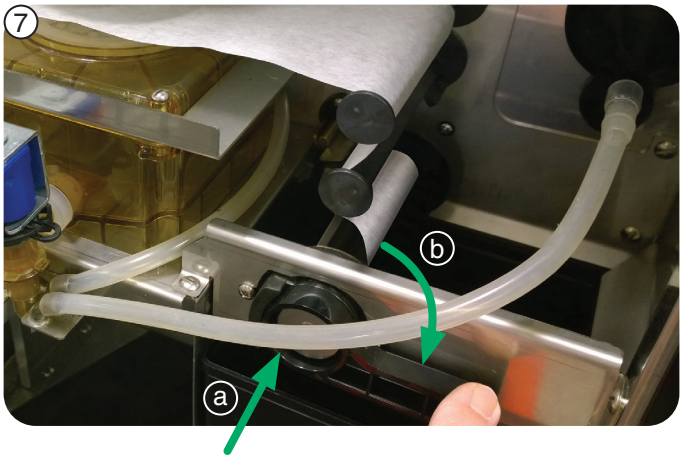
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Installing Filter Paper Roll (continued)

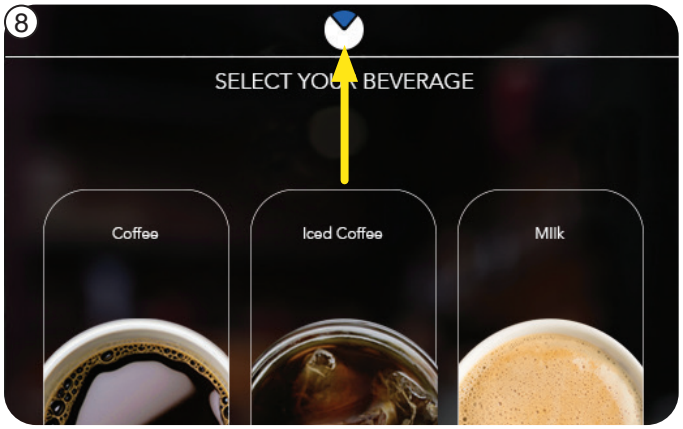
7. With the paper inserted into the slot of the bottom spindle, a) push the spindle in, b) then down a quarter turn to the right.

   NOTE: There are notches on the pick-up spindle handle that need to be lined up before pulling the handle down. These notches hold the handle in place when the automatic paper advance is in use.

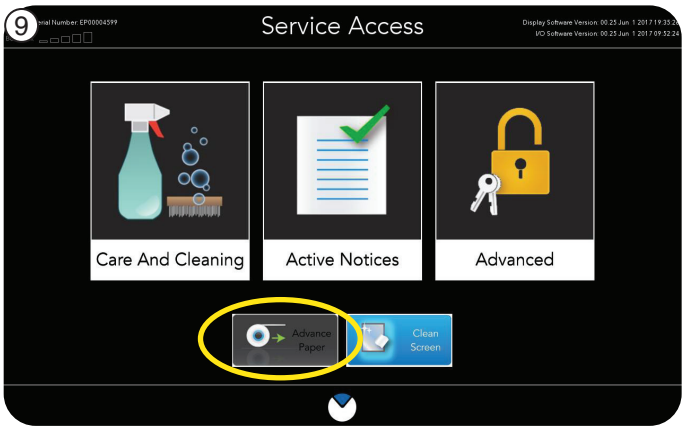




8. Close the door, and return to the SERVICE ACCESS screen by pressing and holding the BUNN logo at the top of the screen for 4 seconds.



9. Pressing and holding the ADVANCE PAPER button will advance the paper to the proper length.



10. Reopen the door to visually verify the filter paper has advanced.

    Close and lock the door to continue operation.



Paper Filter Installation is complete.

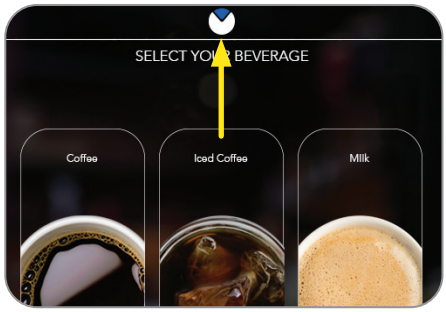
WEEKLY CLEANING INSTRUCTIONS

Automated Machine Cleaning

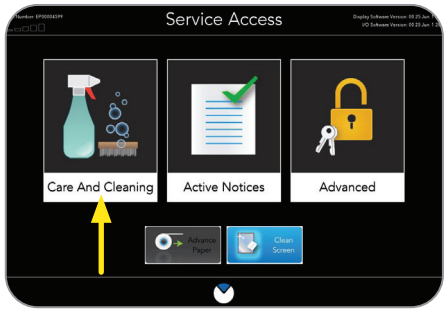
The brewer's internal components needs to be cleaned weekly. This process uses a cleaning tablet and hot water to break down and remove coffee oils and deposits that have accumulated within the coffee system.

When a weekly cleaning is needed, you will be prompted by the machine via a Customer Care Notice at the bottom of the main screen. To perform a weekly cleaning and clear the Customer Care Notice, follow the directions below.

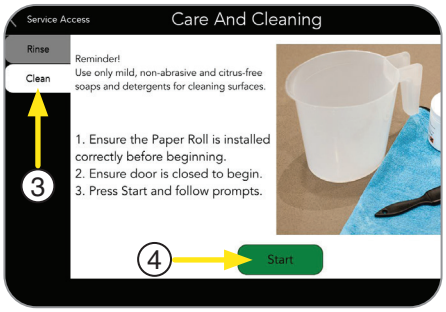
Clean Tab



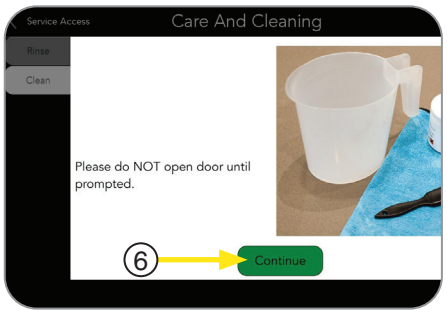
1. Press and hold the BUNN logo at the top of the screen for 3 seconds to access the Service Access screen.



2. From the Service Access screen, press the CARE AND CLEANING button.

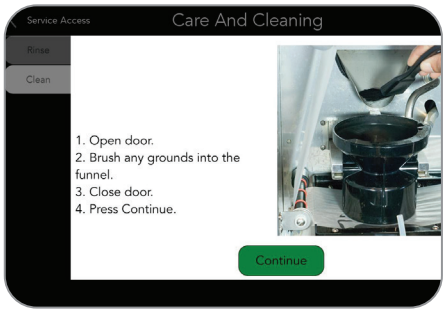


3. From the Care and Cleaning screen, select the CLEAN tab.
4. Press the START button.

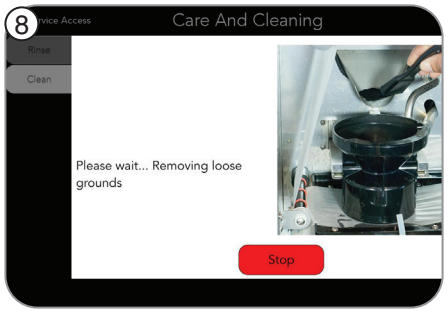


5. Once the Start button has been pressed, a message saying "Please do NOT open door until prompted" will be displayed.
6. Press CONTINUE button.

   NOTE: Once a cleaning process has started, the user can not exit without completing the cleaning or performing a Stop/Reset.



7. Once the CONTINUE button has been pressed, the operator will be presented with a new screen indicating that the cleaning process has begun, and to "Please Wait... Removing Loose Grounds".



8. During the "Removing Loose Grounds" step, there is no operator interaction.

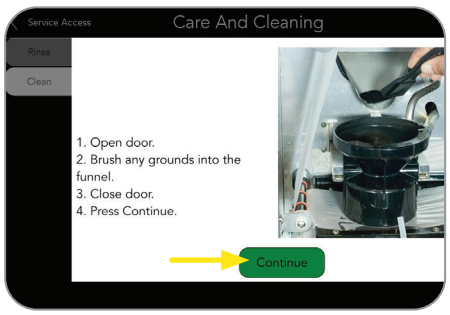
   After the step has been completed, the operator will be prompted with a new screen.

   NOTE: If at any time during the cleaning cycle, the process needs to be halted, press the STOP button.

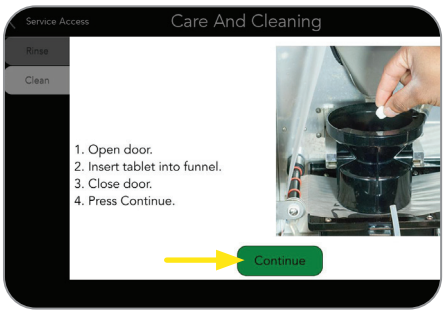
   The machine will reset, and return to the original start-up screen.

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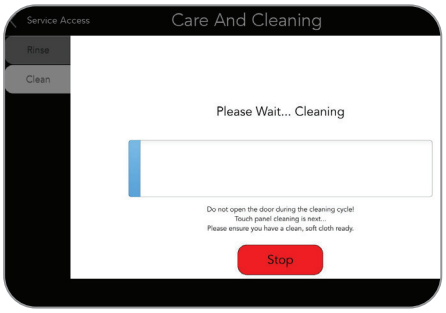
WEEKLY CLEANING INSTRUCTIONS



9. Press the CONTINUE button to resume the cleaning process.



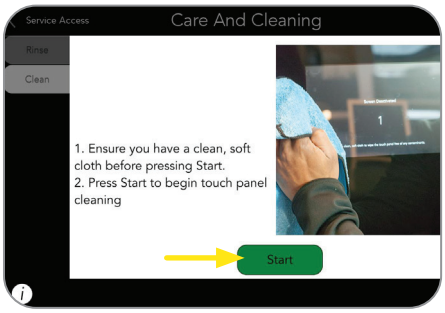
10. The screen will show steps to add a CLEANING TABLET.
    - Open door
    - Insert Cleaning Tablet into Funnel
    - Close door
    - Press CONTINUE button



11. The operator will be shown a progress bar with the message "Please Wait... Cleaning".

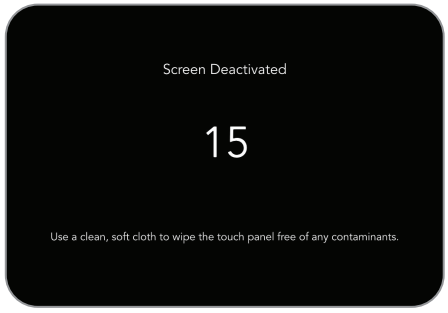
    When finished, the screen will return to the original startup screen.

Touch Screen



With internal cleaning complete, the operator will be prompted to "Begin Cleaning Touch Panel".

1. Press START button.



2. Once the Start button is pressed, the Touch Screen is deactivated for 15 seconds.

   During this time, the screen will change and provide a countdown allowing it to be cleaned without activating any other operations.

NOTE: Clean the screen using the cloth provided in the cleaning products. The surface should be free of debris and dry to the touch when completed.

Once the allotted time for touch screen cleaning has expired, the system will reset, and return to the home screen.

Weekly cleaning process is complete.

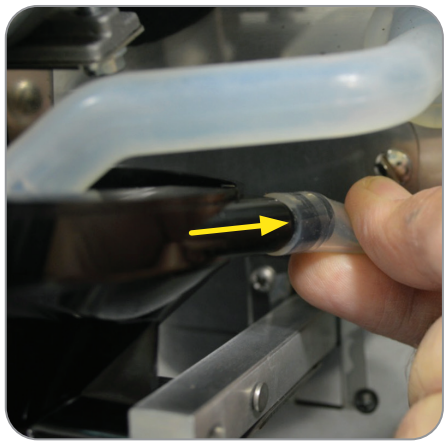
MONTHLY CLEANING INSTRUCTIONS

Brew Funnel



1. Open front door to remove Brew Funnel.

   NOTE: Brew Funnel must be in the upper position to be removed.



2. Slide the Rubber Hose (attached to the Brew Funnel) towards the rear of the machine to disconnect it from the Brew Funnel.



3. While pressing down on both Flat Springs under the funnel arms, pull the funnel down and forward to release it from the funnel arms.

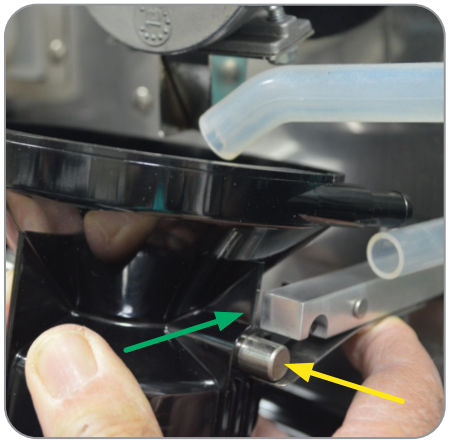
4. Wash the brew funnel using any mild, non-abrasive liquid detergent.

   NOTE: The use of abrasive cleaning detergent will damage the surface of the Brew Funnel.

   Thoroughly rinse and dry the Brew Funnel.

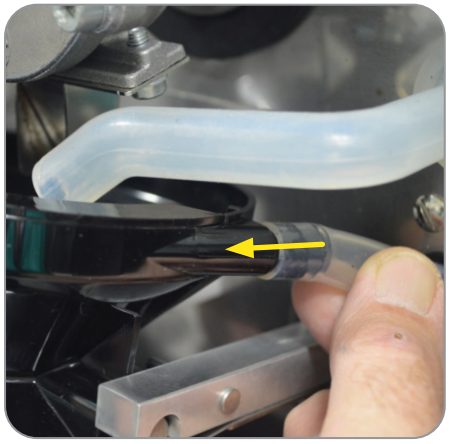


5. To reinstall the funnel, tip the top edge of the funnel under the Coffee Chute.



6. Place the Metal Pins on the Flat Springs.

   Push down and toward the rear of the machine to snap the funnel into the funnel arms.



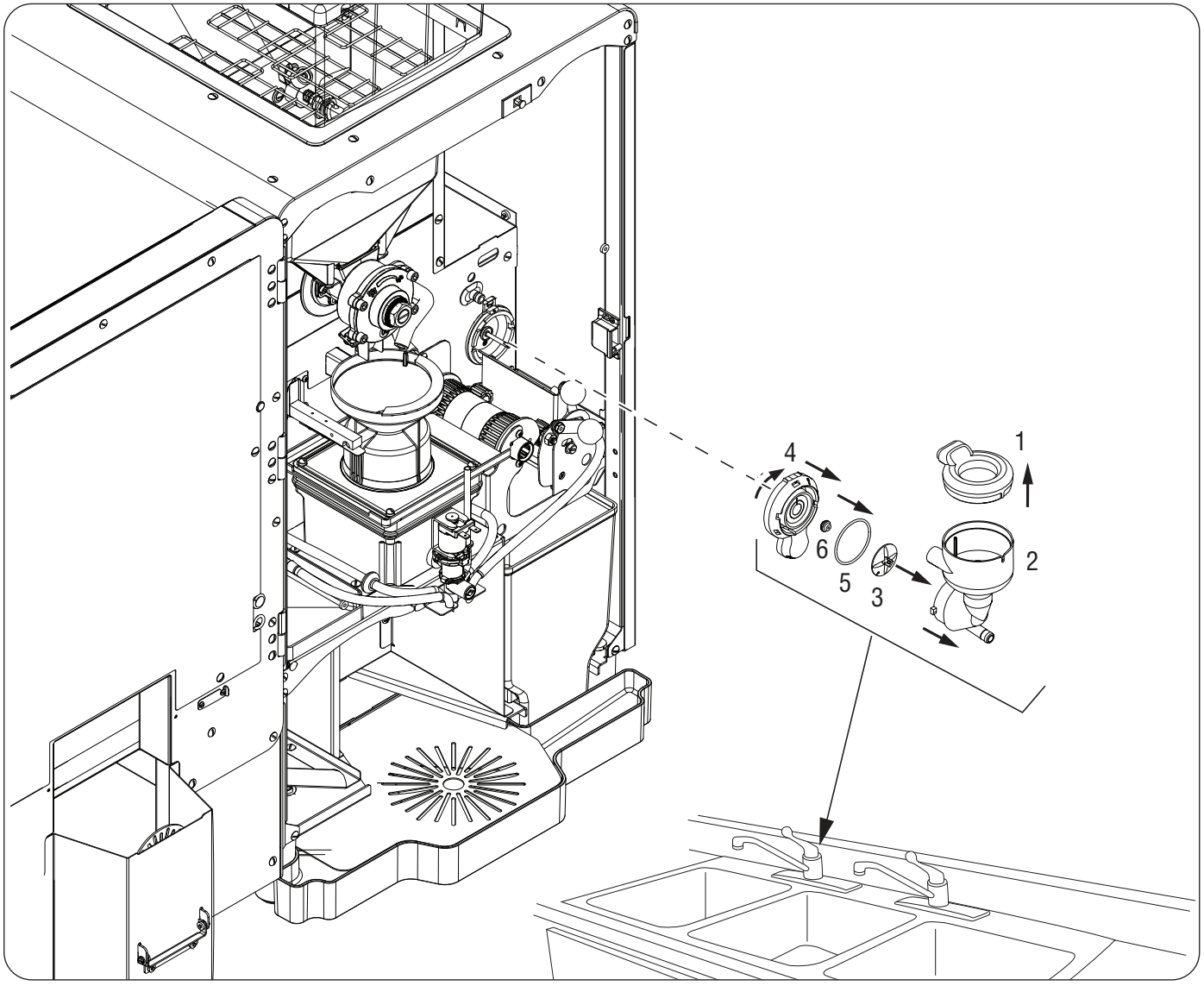
7. Reconnect the Rubber Hose by sliding it over the funnel inlet fitting. The hose must be fully engaged on the fitting.

continued >

Mixing Chamber Parts Cleaning

- Remove the powder mixing chambers, steam traps, frothers and mixing chamber bases.
- Remove the dispense hoses from the dispense nozzle assembly.
- Clean all parts removed in warm soapy water. Use the provided cleaning brush (PN 26367.0000) to clean bores and orifices. Rinse in cold water.
- Prepare one-gallon (3.8 liter) of sanitizing solution with at least 100 ppm of available chlorine in 120°F (48.9°C) water. Soak all cleaned parts in sanitizing solution for 5 minutes, then allow to air dry.
- Rinse cleaning brush, dip in sanitizing solution, and brush the bore of dispense nozzles

  NOTE: Repeat this procedure for each nozzle separately.
- When reassembling parts, be sure to align arrow on frother disk with flat on whipper motor shaft, and rotate tab on whipper base clock wise to the vertical position to lock mixing chamber.



8. Close the front door to resume normal operation.

Monthly cleaning process is complete.