RED RIVER COLLEGE
OF APPLIED ARTS, SCIENCE AND TECHNOLOGY

SAFE OPERATING INSTRUCTIONS:

GLOBE MIXER MODEL "SP-8"

TO AVOID SERIOUS PERSONAL INJURY IT IS MANDATORY FOR EVERY STUDENT/STAFF MEMBER TO READ THE SAFE OPERATING INSTRUCTIONS BEFORE OPERATING ALL LAB EQUIPMENT!

GLOBE MIXER MODEL "SP-8":

This mixer is a table model and can be moved. Before operating this unit:

1. Make sure that the mixer is on an even secure surface (table etc.).
2. Set machine speed to low (1), if not set already.
3. Install mixing bowl before attaching agitators.
4. Position the mixing bowl in the cradle by inserting the locking pin (located on the back of the mixing bowl) into the hole in the middle of the cradle.
5. Lower the mixing bowl onto the pins located on either side of the cradle arms and the pins come through the holes on the side of the mixing bowl.
6. Once the mixing bowl is seated firmly in the cradle, secure the mixing bowl by pulling both mixing bowl clamps forward all the way.
7. Slide agitator up the planetary shaft fitting the shaft pin through the slot in the agitator and rotate agitator clockwise to lock in place.
8. Add appropriate ingredients.
9. Place the mixing bowl guard on top of the mixing bowl by depressing the clips on either side of the guard, align the notch in the guard with the arrow on the mixing bowl and clamp into place.
10. Raise mixing bowl completely with mixing bowl lift lever until in lock position.
11. Set desired time on timer controls.
12. Set desired speed.
13. Turn on mixer by pressing the green start button.
14. If needed add ingredients by using the ingredient chute.
15. Stop mixer by pressing the red stop button.
16. Always stop mixer before scraping down mixing bowl.
17. Always stop mixer before changing speeds.
18. Finish mixing, stop mixer by pressing the red stop button.
19. Turn machine speed to low (1).
20. Lower mixing bowl completely by pushing the mixing bowl lift lever backwards and down to its resting position.
21. Remove the mixing bowl guard by depressing the clips on either side of the guard and raising it off the mixing bowl.
22. Remove the agitator from the planetary shaft by lifting it upwards then rotating it counterclockwise until it is unlocked. Lower the agitator and remove from planetary shaft.
23. Push each machine bowl clamp backwards to unlock the mixing bowl from the mixing bowl cradle.
24. Lift machine bowl up slightly so it clears the pins on the machine bowl cradle.
25. Bring machine bowl to work bench.

Machine will NOT operate if:

1. Safety guard is NOT properly attached
2. Machine bowl is NOT raised.
3. Timer is NOT set.

ALWAYS UNPLUG MIXER BEFORE CLEANING!

SAFE OPERATING PROCEDURES CAN BE OPTAINED THRU "TLM" OR FROM YOUR INSTRUCTOR.
OWNER & OPERATOR INSTRUCTION MANUAL CAN BE OPTAINED FROM YOUR INSRTUCTOR.

SAFE OPERATING INSTRUCTIONS:

GLOBE MIXER MODEL "SP-20"

TO AVOID SERIOUS PERSONAL INJURY IT IS MANDATORY FOR EVERY STUDENT/STAFF MEMBER TO READ THE SAFE OPERATING INSTRUCTIONS BEFORE OPERATING ALL LAB EQUIPMENT!

GLOBE MIXER MODEL "SP-20":

This mixer is a table model and can be moved. This machine however is bolted to the table.
Before operating this unit:

26. Set machine speed to low (1), if not set already.
27. Install mixing bowl before attaching agitators.
28. Position the mixing bowl in the cradle by inserting the locking pin (located on the back of the mixing bowl) into the hole in the middle of the cradle.
29. Lower the mixing bowl onto the pins located on either side of the cradle arms and the pins come through the holes on the side of the mixing bowl.
30. Once the mixing bowl is seated firmly in the cradle, secure the mixing bowl by pulling both mixing bowl clamps forward all the way.
31. Slide agitator up the planetary shaft fitting the shaft pin through the slot in the agitator and rotate agitator clockwise to lock in place.
32. Add appropriate ingredients.
33. Place the mixing bowl guard on top of the mixing bowl by depressing the clips on either side of the guard, align the notch in the guard with the arrow on the mixing bowl and clamp into place.
34. Raise mixing bowl completely with mixing bowl lift lever until in lock position.
35. Set desired time on timer controls.
36. Set desired speed.
37. Turn on mixer by pressing the green start button.
38. If needed add ingredients by using the ingredient chute.
39. Stop mixer by pressing the red stop button.
40. Always stop mixer before scraping down mixing bowl.
41. Always stop mixer before changing speeds.
42. Finish mixing, stop mixer by pressing the red stop button.
43. Turn machine speed to low (1).
44. Lower mixing bowl completely by pushing the mixing bowl lift lever backwards and down to its resting position.
45. Remove the mixing bowl guard by depressing the clips on either side of the guard and raising it off the mixing bowl.
46. Remove the agitator from the planetary shaft by lifting it upwards then rotating it counterclockwise until it is unlocked. Lower the agitator and remove from planetary shaft. Agitator HAS to be removed otherwise you could get badly hurt as the machine is still operational without the mixing bowl!
47. Push each machine bowl clamp backwards to unlock the mixing bowl from the mixing bowl cradle.
48. Lift machine bowl up slightly so it clears the pins on the machine bowl cradle.
49. Bring machine bowl to work bench.

Machine will NOT operate if:

4. Safety guard is NOT properly attached
5. Machine bowl is NOT raised.
6. Timer is NOT set.

ALWAYS UNPLUG MIXER BEFORE CLEANING!

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SAFE OPERATING INSTRUCTIONS:

GLOBE MIXER MODEL “SP-30P”

TO AVOID SERIOUS PERSONAL INJURY IT IS MANDATORY FOR EVERY STUDENT/STAFF MEMBER TO READ THE SAFE OPERATING INSTRUCTIONS BEFORE OPERATING ALL LAB EQUIPMENT!

GLOBE MIXER MODEL “SP-30P”:

This mixer is a floor model and can not be moved. Mixer is bolted to the floor:

50. Set machine speed to low (1), if not set already.
51. Install mixing bowl before attaching agitators.
52. Position the mixing bowl in the cradle by inserting the locking pin (located on the back of the mixing bowl) into the hole in the middle of the cradle.
53. Lower the mixing bowl onto the pins located on either side of the cradle arms and the pins come through the holes on the side of the mixing bowl.
54. Once the mixing bowl is seated firmly in the cradle, secure the mixing bowl by pulling both mixing bowl clamps forward all the way.
55. Slide agitator up the planetary shaft fitting the shaft pin through the slot in the agitator and rotate agitator clockwise to lock in place.
56. Add appropriate ingredients.
57. Place the mixing bowl guard on top of the mixing bowl by depressing the clips on either side of the guard, align the notch in the guard with the arrow on the mixing bowl and clamp into place.
58. Raise mixing bowl completely with mixing bowl lift lever until in lock position.
59. Set desired time on timer controls.
60. Set desired speed.
61. Turn on mixer by pressing the green start button.
62. If needed add ingredients by using the ingredient chute.
63. Stop mixer by pressing the red stop button.
64. Always stop mixer before scraping down mixing bowl.
65. Always stop mixer before changing speeds.
66. Finish mixing, stop mixer by pressing the red stop button.
67. Turn machine speed to low (1).
68. Lower mixing bowl completely by pushing the mixing bowl lift lever backwards and down to its resting position.
69. Remove the mixing bowl guard by depressing the clips on either side of the guard and raising it off the mixing bowl.
70. Remove the agitator from the planetary shaft by lifting it upwards then rotating it counterclockwise until it is unlocked. Lower the agitator and remove from planetary shaft. Agitator HAS to be removed otherwise you could get badly hurt as the machine is still operational without the mixing bowl!
71. Push each machine bowl clamp backwards to unlock the mixing bowl from the mixing bowl cradle.
72. Lift machine bowl up slightly so it clears the pins on the machine bowl cradle.
73. Bring machine bowl to work bench.

Machine will NOT operate if:

7. Safety guard is NOT properly attached
8. Machine bowl is NOT raised.
9. Timer is NOT set.

ALWAYS UNPLUG MIXER BEFORE CLEANING!

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SAFE OPERATING INSTRUCTIONS:

HOBART MIXER MODEL “M802”

TO AVOID SERIOUS PERSONAL INJURY IT IS MANDATORY FOR EVERY STUDENT/STAFF MEMBER TO READ THE SAFE OPERATING INSTRUCTIONS BEFORE OPERATING ALL LAB EQUIPMENT!

HOBART MIXER MODEL “M802”:

This mixer is a floor model and can not be moved. Mixer is bolted to the floor:

74. Set machine speed to low (1), if not set already.
75. Install mixing bowl before attaching agitators.
76. Position the mixing bowl in the cradle by inserting the locking pin (located on the back of the mixing bowl) into the slot in the middle of the cradle.
77. Lower the mixing bowl onto the pins located on either side of the cradle arms and the pins come through the holes on the side of the mixing bowl.
78. Once the mixing bowl is seated firmly in the cradle, secure the mixing bowl by pulling both mixing bowl clamps forward to designated position to properly secure mixing bowl.
79. If using the small machine bowl, the adapter cradle has to be attached the same way as the big mixing bowl. Small mixing bowl then has to be secured to adapter cradle.
80. Slide agitator up the planetary shaft fitting the shaft pin through the slot in the agitator and rotate agitator clockwise to lock in place.
81. Add appropriate ingredients.
82. Lower bowl guard.
83. Turn on mixer by pressing the black start button.
84. Use power bowl lift lever to lift mixing bowl completely.
85. Set desired time for timed mixing, or for non-timed mixing set timer on hold on timer control.
86. Set desired speed.
87. Move clutch lever to run to start mixing.
88. If needed add ingredients by using the ingredient chute.
89. Stop mixing by moving the clutch lever to stop.
90. Stop mixer by pressing the black stop button.
91. Always stop mixer before scraping down mixing bowl.
92. Always stop agitators by moving the clutch lever to stop position before changing speeds.
93. Finish mixing, stop agitators by moving the clutch lever to stop.
94. Turn machine speed to low (1).
95. Lower mixing bowl completely using the POWER BOWL LIFT LEVER.
96. Stop mixer by pressing the black stop button. Lift mixing bowl guard.
97. Remove the agitator from the planetary shaft by lifting it upwards then rotating it counterclockwise until it is unlocked. Lower the agitator and remove from planetary shaft.
98. Push each machine bowl clamp backwards to unlock the mixing bowl from the mixing bowl cradle.
99. Lift machine bowl up slightly so it clears the pins on the machine bowl cradle.
100. Bring machine bowl to work bench.

Machine will NOT operate if:

10. Safety guard is NOT properly attached
11. Machine bowl is NOT raised.
12. Timer is NOT set.

ALWAYS UNPLUG MIXER BEFORE CLEANING!

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SAFE OPERATING INSTRUCTIONS:

ROTATING / REVOLVING OVEN

TO AVOID SERIOUS PERSONAL INJURY IT IS MANDATORY FOR EVERY STUDENT/STAFF MEMBER TO READ THE SAFE OPERATING INSTRUCTIONS BEFORE OPERATING ALL LAB EQUIPMENT!

ROTATING / REVOLVING OVEN MODEL “DESPATCH”:

1. Before turn on oven make sure oven is empty.
2. Turn on MAIN BURNER SWITCH.
3. When digital oven thermometer registers, set desired oven temperature.
4. Turn on BLOWER.
5. Turn on revolving shelves by moving lever upwards.
6. To load oven, stay as far away as possible and open oven door.
7. Stop shelves even with oven door by moving lever down to middle position.
8. CAUTION! Oven door is extremely hot. Do not come in contact with any body parts as this will result in serious burns.
9. Load shelves, making sure trays and forms are placed all the way to the back of the shelf.
10. Close oven door and start rotating revolving shelves by moving lever upwards.
11. Remember shelf number.
12. To check products, check shelf number. Stop shelves by moving lever down to middle position.
13. To reverse shelf rotation stop shelves completely and then move lever down to lower position.
14. To remove baked goods, always stay as far away as possible and open oven door.
15. Stop rotation at desired shelf.
16. Wait until the rotation comes to a complete stop, then using oven pads remove hot trays.
17. Close oven doors and resume rotation.

CAUTION:
WHEN OPENING OVENS AFTER OR BETWEEN BAKING PROCESS STEP BACK FOR AT LEAST FIVE SECONDS TO LET STEAM ESCAPE THROUGH THE STEAMHOOD. CARELESSNESS CAN CAUSE SERIOUS BURNS TO THE FACE.

SAFE OPERATING PROCEDURES CAN BE OPTAINED THRU “TLM” OR FROM YOUR INSTRUCTOR.

BAKERY HAZARD AWARENESS PROGRAM

THE HAZARD AWARENESS PROGRAM IS MANDATORY FOR EVERY STUDENT/STAFF MEMBER IN THE BAKERY DEPARTMENT.

THE NATURE OF OUR TRAINING DEMANDS THAT AT ONE TIME OR ANOTHER, PERSONS WORKING IN THE BAKERY DEPARTMENT, COME IN CONTACT OR ACTUALLY OPERATE ALL THE EQUIPMENT LISTED BELOW.

MIXER - WHEN OPERATING A MIXER NEVER PLACE YOUR HAND INTO THE BOWL WHILE MACHINE IS RUNNING. SEE POSTED LOCK-OUT PROCEDURE.

DIVIDER - NEVER ATTEMPT TO RETRIEVE DOUGH PIECES WHILE MACHINE IS IN OPERATION. ALWAYS STOP EQUIPMENT BEFORE DOING SO. SEE POSTED LOCK-OUT PROCEDURES.

OVERHEAD PROOFER - NEVER ATTEMPT TO REACH INTO MACHINE WHILE IN OPERATION. SHOULD DOUBLING UP OF POCKETS OCCUR, STOP MACHINE AND DO SO.

SHEETER AND MOULDER - NEVER ATTEMTPT TO CLEAN ROLLERS WHILE EQUIPMENT IS RUNNING. ALWAYS STOP MACHINE BEFORE CLEANING ROLLER SCRAPER.

DOUGHNUT FRYER – YOU ARE WORKING WITH 375 ° f HOT FAT AND OOIL. BE AWARE THAT EVEN A SPRINKLE OF HOT FAT CAN CAUSE SERIOUS INJURY. WORK CAREFULLY WHEN PLACING DOUGH PIECES INTO FRYER. MAKE SURE THAT WATER DOES NOT COME INTO CONTACT WITH THE HOT FAT.

WALKIN PROOFER – ACCUMULATION OF MOISTURE AND FLOUR DUST CREATES A SLIPPERY CONDITION IN AND AROUND THE PROOFER. BE AWARE OF IT WHEN LOADING OR UNLOADING PROOFER.

OVENS - WHEN OPENING OVENS AFTER OR BETWEEN BAKING PROCESS STEP BACK FOR AT LEAST FIVE SECONDS TO LET STEAM ESCAPE THROUGH THE STEAMHOOD. CARELESSNESS CAN CAUSE SERIOUS BURNS TO THE FACE.

SHRINK TUNNEL – NEVER ATTEMPT TO CORRECT BELT PROBLEMS WHILE MACHINE IS RUNNING. ADVISE YOUR INSUTRUCTOR IMMEDIATELY.

MUFFIN DEPOSITOR – NEVER ATTEMPT TO DISASSEMBLE THE DEPOSITORS WHILE AIR PRESSURE IS STILL ENGAGED. ACCIDENTAL ACTIVATION OF TRIGGER CAN CAUSE SERIOUS INJURY TO YOUR FINGERS.

BREAD SLICER – MAKE SURE HANDS ARE KEPT CLEAR OF THE BALDES. DO NOT PUSH THE LAST LOAF THROUGH WITH YOUR HANDS. BE CAREFUL WHEN PULLING BREAD THROUGH THE SLICER. THE BLADES ARE VERY SHARP.

GENERAL PRECAUTIONS

SPILLAGE – SPILLAGE OCCURS ON AN ONGOING BASIS ESPECIALLY AROUND MIXER, SINK AND DECORATING AREA. WHEN SPILLAGE OCCURS, WIPE OR MOP UP IMMEDIATELY.

FOOTWEAR – WEAR APPROPRIATE SHOES IN GOOD REAPIR (NO SANDALS OR SLIPPERS) WHICH ARE COMFORTABLE AND WILL PROVIDE YOU WITH TRACTION WHEN MOVING.

JEWELLRY – WEARING OF JEWELLRY SUCH AS NECKLACES, BRACELETS, RINGS, EARRINGS AND WATCHES WHILE WORKING AROUND MACHINERY IS DANGEROUS.

SHOULD ANYONE DISCOVER UNSAFE WORKING CONDITIONS OR OBSERVE A FELLOW STUDENT/STAFF MEMBER WORKING IN AN UNSAFE MANNER, ADVISE YOUR INSTRUCTOR IMMEDIATELY.

REMEMBER, A SAFE WORKING ENVIRONMENT AND SAFE WORKING HABITS ARE BENEFICIAL TO ALL OF US.