

Podio

Safety Information Guide



V1.0

COSTA

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PROFESSIONAL



PODIO





Scan the QR code to access:

- All Operator support documentation & videos
- Operator Manual
- Replenishment guide
- Health & Safety guide
- Installation guide (Podio X1 only)
- MSDS & COSHH
- Daily compliance log (subject to in market set-up)
- Alarm guide
- Drink Preparation SOPs & videos
- Machine overview video
- Daily cleaning video
- Installation video (Podio X1 only)
- Descale video
- Filter Change video
- Milk product BiB replenishment video (Podio X2 only)
- Milk replenishment video (Podio X3 only)

1. Safety Instructions



Read the following instructions CAREFULLY!
This will prevent the risk of accidents and damage to the appliance.

- This machine is intended for professional use only. It must not be used by children or by persons with reduced physical, sensory or mental capabilities, or by individuals lacking experience or knowledge, unless they are under supervision or have been instructed in the safe use of the machine by a person responsible for their safety. Children must be supervised to ensure they do not play with the machine. Any use not covered by these instructions can be hazardous and voids the warranty (if applicable). The manufacturer declines any liability for damage resulting from improper use of the machine.
- The surface on which the machine is installed must be flat, solid, stable and heat-resistant. The top of the machine must be more than 150 cm from the floor. The support surface must not slope more than 2°.
- After removing the packaging, make sure the machine is intact. In case of damage, or at the first sign of fault (unusual noises or odours), or if any problem occurs inside the machine, do not use it. Contact an Authorised Service Centre.
- Only connect the machine to approved power sockets. Make sure the supply voltage matches that shown on the data plate located on the bottom of the machine.
- Machine installation must be carried out by the operator in accordance with the applicable safety regulations (country specific).
- The machine must be installed in a place where it can be checked by qualified personnel.
- The packaging elements (plastic bags, etc.) are potential hazards and must not be left within reach of children.
- Only use the machine if the power cord is intact. To replace a damaged cord, contact an Authorised Service Centre (subject to in market set-up). Danger of electrocution.
- Grip the plug without pulling on the cord to disconnect it. Do not leave the power cord near hot surfaces and sharp edges or objects.
- Store and use the machine only indoors. Make sure the electrical elements, plugs and cables are dry. Never immerse the machine in water or any other liquid. Do not install the machine in areas where a jet of water can be used. Protect the machine from sprays and drips. Water and electricity together create a risk of electrocution.
- Never place hands inside the capsule compartment. Danger of injury.
- Never remove parts of the machine, except those indicated for daily cleaning.
- Do not insert anything in the openings. This could cause electric shocks! Any operation not described in this instruction manual must only be carried out by an Authorised Service Centre (subject to in market set-up).
- Clean the machine carefully and regularly. The deposit created in case of no cleaning could be harmful to health. Unplug the machine and allow it to cool before cleaning.
- Unplug the machine if it is not going to be used for long periods (holidays, etc.). Protect it from dust and dirt.

The following instructions apply only to Podio X2 (BiB milk system).

The following is prohibited:

1. Using BiB milk containers of different brands or manufacturers, or using them in a manner not described in this manual;
2. Altering the BiB containers in any way;
3. Using expired BiB containers;
4. Using BiBs that contain liquids other than milk.

The following instructions apply only to Podio X2 (BiB milk system) and Podio X3 (Fresh milk system).

- Before using the machine to prepare drinks with milk, make sure all the parts have been washed thoroughly.
- To prepare drinks with milk BiB (Podio X2 only), only use BiB containers specially designed for the machine.
- Carry out all the steps for cleaning and washing the circuits used for preparing drinks, indicated in the manual; this ensures safe use and best results.
- Always refer to the producer's directions for using milk. The use of milk after its natural expiry date is prohibited. In case of any doubts about the correct storage of milk, clean the milk dispenser and its circuits as indicated in the manual.

Instructions for use and disposal:



The appliance is made with high quality materials that can be reused or recycled. Dispose of the appliance at a suitable waste collection centre.

Warnings for the correct disposal of the product in accordance with Directive 2012/19/EU of the European Parliament and of the Council of 4 July 2012 on waste electrical and electronic equipment (Circulus). At the end of its service life, the product must not be disposed of together with household waste. It can be taken to a suitable recycling centre set up by the local authorities or returned to a dealer who provides this service.



Disposing of an electrical appliance separately prevents possible negative consequences for the environment and health due to inadequate disposal and allows the materials used in its construction to be recovered in order to obtain significant savings in terms of energy and resources. The crossed-out bin symbol on the product highlights the obligation to dispose of electrical appliances separately. Improper disposal of the product by the user will involve the application of administrative penalties as provided for under current regulations. The packaging is made from recyclable materials.

Contact the competent authorities for information regarding local regulations.

Whenever you do anything with your Costa machine, always think:

SAFETY

Always approach every task from a safety point of view.

THINK

Do you need to carry out a site-specific risk assessment to perform the task safely?

OBSERVE

Look at the task and the area in which it will be carried out.

PROCESS

Once all the safety measures are in place to ensure risk-free operations, carry out the task

Always follow the below points when cleaning the machine:

- Always take care when handling hot liquids.
- Always wash your hands before and after performing any replenishment and cleaning.
- Do not place any parts of the machine (e.g. milk containers), food ingredients (e.g. coffee beans/capsules or hot chocolate) or consumables (e.g. cups, stirrers) directly on the floor at any time.
- Always use your Personal Protective Equipment (PPE) – gloves.
- Never leave the machine unattended when performing any cleaning tasks.
- Always use a fresh, clean disposable paper towel after cleaning each individual part of the machine. Discard the towels immediately after use.
- Only use Costa approved sanitiser.