


Title	Date	Author	Approval	Version	Revision	Company
Weekly and 3 monthly Validation and PPM Checklist	16 <sup>th</sup> Sept 2025	Chris Helson	David Ralston	2.1	1.2	

Site Details	Site	
	Authority	
	Dept	

Test Details	Date	
	Cycle Number	
	Report Ref	

Machine Details	Manufacturer	Tiny Air
	Machine Name	
	Version Number	

CPD declaration	Name	
	Signature	
	Declaration	I confirm that all checks and tests have been completed successfully. The machine is operating in accordance with the required specifications.

Auditor declaration	Name	
Date	Signature	
	Declaration	This report is satisfactory, and the machine is fit for use.

Refer to full validation and IFU documents for detailed instruction.

X = Required

0= Not required

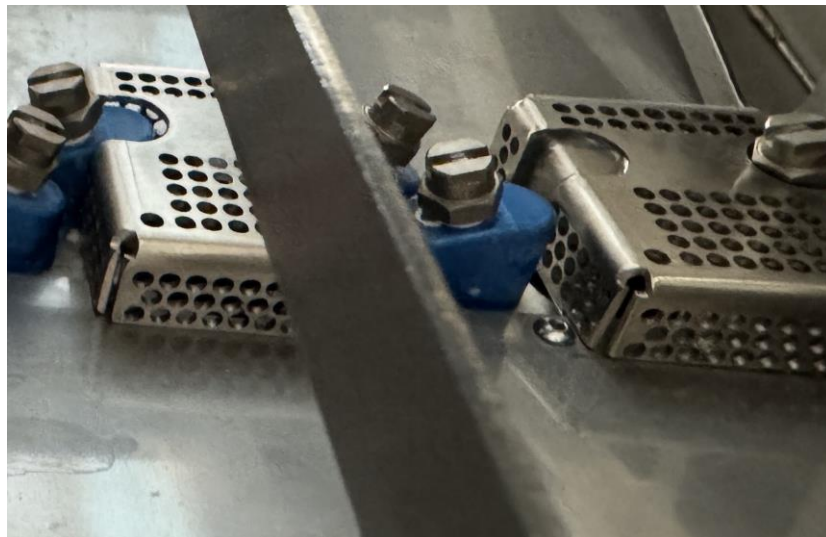
<i>Brief Description of test</i>	<i>Detail Test Ref</i>	<i>Weekly CPD or AED</i>	<i>3 Month CPD or AED</i>	<i>Pass/ Fail</i>	<i>Comments / Notes</i>
<b>Device Operation</b>					
Automatic Control test OQ	1.0	x	x		
<b>Cleaning Efficacy</b>	2.0				
Residual protein Test PQ	2.1	x	x		
Review of rewash results PQ	2.2	0	x		
<b>Thermometric</b>	3.0				
<b>Thermal Disinfection</b>					
Chamber walls OQ	3.1	0	0		
Integrated Thermocouples OQ	3.2	0	x		
Over temperature cut out OQ	3.3	0	x		
Water Temperature/ time	3.4	x	x		
<b>Fluid Emission</b>	4.0				
Wash Cabinet Leaks OQ	4.1	x	x		
Aerosol Elimination OQ	4.2	x	x		
<b>Wash Cabinet</b>	5.0				
Doors Opening Closing	5.1	x	x		
Door Interlock	5.2	0	x		
Loading/Unloading	5.3	x	x		
Visual Inspection Wash Cabinet interior OQ	5.4	x	x		
<b>Control System</b>	6.0				

Touch Screen	6.1	0	x		
Engineering Login	6.2	0	x		
E-stop test	6.3	x	x		
<b>Operating Cycle</b>	7.0				
Spray System	7.1	0	x		
Carriage Position	7.2	0	x		
Solenoids	7.3	0	x		
Water pressure	7.4	0	x		
					Record 3 x water pressures

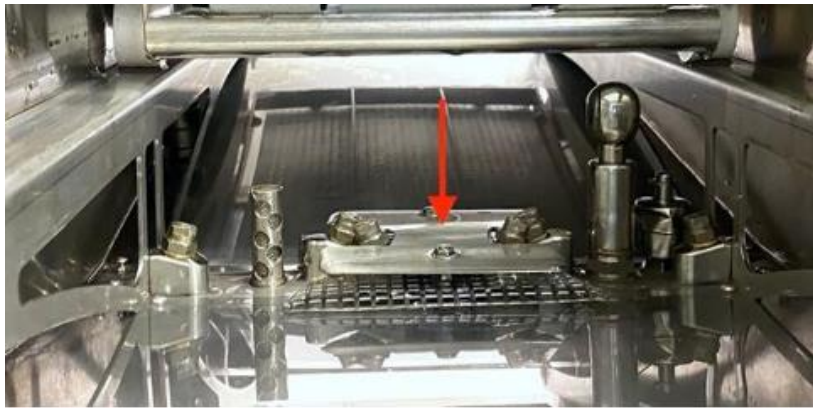
## Weekly planned preventative maintenance (PPM), cleaning and Disinfection

1. Remove drain strainer from inside the wash cabinet.
  - a. Remove the basket carriage by pulling it fully out of the wash cabinet, it will disconnect from a magnetic coupling, note the magnets face toward the rear of the machine, it is easily reconnected when returning the carriage to the wash cabinet.
  - b. Lift the strainer vertically upwards and towards you to remove.
  - c. Clean the strainer removing all visible contaminates and replace.

The new type of strainer is shown here:



The strainer below is fitted to some earlier models, it is fitted with a long bar, it can be removed by lifting clear of the drain hole.



## 2. Full weekly disinfection

1. Disinfection cycle should be run once / day.
2. As part of the weekly PPM add a high temp neutral detergent to the wash cabinet and run a disinfection cycle. Follow the detergent manufacturer's Instructions to determine the quantity required based on dilution into 10 liters of water. The detergent should be poured into the wash cabinet prior to starting the disinfection cycle, note the detergent should not be watered down manually, the machine will add water required automatically.
3. Manually clean the machine once per week as follows:
  - a. Clean the outside panels of the machine.
  - b. Clean the window and touch screen.
  - c. Clean the door seal, paying particular attention to the gap between the wash cabinet and the bottom of the seal marked in red.



d. Clean the drip trays below the doors.



e.

f. Empty the drip bottles under each door and clean.

g. Remove and clean the filter.



1. Unscrew the retaining clamp and using the handle pull the filter from the machine.
2. Unscrew the handle anticlockwise to remove the top of the filter and allow access to both ends of the perforated tube.

3. Manually clean the filter in a sink to remove all contamination.
4. Screw the to back onto the tube and refit into the machine using the retaining clamp. Ensure that the seal is seated properly before running the machine.