Cleaning and Descaling Calendar

Bean-to-cup and espresso machines and grinders – at home and in the office

> Your manufacturer's instructions always take priority. Use descalers and cleaners made for coffee machines, not vinegar: it can damage seals and does not reliably remove limescale.

Bean-to-cup machine

What	How often
Empty the drip tray and grounds container, rinse the water tank	daily
Rinse and clean the milk system (tube, frother)	after every use, take apart daily
Remove and rinse the brew unit (if removable)	once a week
Cleaning tablet to remove coffee oils	once a month or when the machine asks
Milk system cleaner	once a week
Descaling	by water hardness, see below
Replacing the water filter in the tank	usually every 2 months or 50 l

Espresso machine (portafilter)

What	How often
Flush the group, wipe the gasket, knock out the portafilter	after every use
Backflush with clean water and a blind basket (only machines with a 3-way valve)	daily
Backflush with cleaner, soak portafilters and baskets	weekly at home, daily in a café
Wipe and purge the steam wand	after every use
Replace the group gasket and shower screen	yearly at home, more often in a café
Descaling	per manufacturer or by a service

When to descale by water hardness

Water hardness	°dH	Descaling (without filter)
Soft	up to 7	every 3–4 months
Medium hard	7–14	every 2 months
Hard	14–21	every month, filter recommended
Very hard	over 21	every 2–3 weeks, filter or treated water

You can find out your water hardness with a test strip or on your water supplier's website.

Grinder

- Wipe bean oils out of the hopper once a week.
- Grinder cleaning tablets or brushing the burrs every 1–2 months at home, every 2–4 weeks in a café.
- Never put rice in a grinder: it is harder than coffee and can damage the burrs.

Yearly calendar – tick off

	1	2	3	4	5	6	7	8	9	10	11	12
Descale the machine												
Replace the water filter												
Cleaning tablet (bean-to-cup)												
Deep-clean the grinder												
Replace gaskets (espresso)												
Check water hardness												

Descalers, cleaning tablets, filters and gaskets are available at greenplantation.com in the Coffee Machine Cleaning category.