**Cellar Manual CW**

**Changing Kegs:**

* Check the barrel is actually empty (pick it up)
* Turn off the gas at the wall ensuring the switch is facing down
* Disconnect the barrel. Squeeze the couplers handle, pull it up, twist and finally remove the coupler from the barrel.
* Connect new Barrel (reverse previous step)
* Turn gas back on
* Push the valve on top to fill with beer( spray any excess into a glass)
* Push the ball up to the top
* Move empty keg to outside the cellar

**Taping cask Ales**

* Each cask line has signs that should be distributed on top of them saying Use next, tap next tap 2nd etc
* When tapping a new cask ensure that the valve is close and the top is on and locked
* Use the mallet to push the spike through the plastic hole in the barrel.

**Changing Cask Ales**

* If changing the cask ale to something different on the same line ensure a line clean is done before the next step or if one hasn’t been done in a while.
* Check which cask is to go on next as per the signs
* Vent the cask by turning the arrow the same direction as the vent
* Remove the top
* Remove line and float from the empty cask
* Insert and lock the line and float in the new barrel
* Pull through on the bar until beer again
* A tapped cask should be left for 24 hours before use!!!

**Line cleaning**

* Fill torpedo with water, insert uptake tube into torpedo
* Turn off the gas and disconnect all the barrels and re attach the couplers to the wall
* Turn on the line clean gas
* Pull all beer through on the bars to water (torpedo will require refilling)
* When all through to water refill the torpedo with water and line clean solution with a 1 to 100 ratio ( about a pint per full torpedo)
* Pull through line clean fluid on all pumps (should turn purple if clean and green if not)
* Wait 15 mins
* Fill torpedo with water
* Pull all pumps through to water (use litmus paper if available)
* Once all through to water reconnect all the barrels and turn their gas back on
* Pull all lines back through to beer

For any who are wondering we do a line clean in order to prevent/remove a build up of yeast in the beer lines, this ensure that that product tastes how it should and is safe for customers to drink.