



Australian Government

CPPCLO3101 Clean carpeted floors

Release: 2

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Modification History

- Release 2 This version first released with CPP Property Services Training Package Release 17.0.
Editorial corrections in the Knowledge Evidence.
- Release 1 This version first released with CPP Property Services Training Package Release 15.0.
Supersedes and is equivalent to CPPCLO3004 Maintain carpeted floors.

Application

This unit specifies the skills and knowledge required to undertake regular cleaning of carpeted floors in residential, educational, community, health care, accommodation and business settings. It includes the selection, use and basic care of equipment such as carpet sweepers and vacuum cleaners. It includes selection of accessories for specific carpet cleaning tasks, using equipment safely and efficiently and identifying and reporting stains.

This unit applies to cleaning industry personnel who work alone or in teams. They use a range of cognitive, technical and communication skills to select and apply a range of methods, tools, materials and information to complete routine cleaning activities and provide solutions to predictable and sometimes unpredictable problems.

All work must be carried out in accordance with relevant state/territory legislation and regulations, including work health and safety (WHS), and codes of practice as well as organisational procedures.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Cleaning

Elements and Performance Criteria

Elements describe the essential outcomes. Performance criteria describe what needs to be done to demonstrate achievement of the element.

- 1 Prepare to clean carpets.
 - 1.1 Identify cleaning requirements and worksite access and security procedures and, if needed, clarify issues with supervisor, team member or client.
 - 1.2 Select, check for fit and serviceability, and use personal protective equipment (PPE) according to WHS and job requirements.
 - 1.3 Identify site hazards and risks, and position safety signage and barriers according to WHS and job requirements.
 - 1.4 Check and document pre-existing damage to carpet according to organisational requirements.
 - 1.5 Confirm carpet, condition and soil types on carpet to determine appropriate cleaning method.
 - 1.6 Select the appropriate equipment and confirm requirements for safe use according to manufacturer instructions and WHS requirements.
 - 1.7 Determine sequence of tasks for maximum hygiene and efficiency of carpet cleaning.
- 2 Clean carpets.
 - 2.1 Move and protect furniture and fittings that impede cleaning operation according to WHS and job requirements.
 - 2.2 Pre-clean by removing superficial soil from carpet according to job requirements.
 - 2.3 Use appropriate cleaning methods and equipment to clean carpet according to manufacturer recommendations and job requirements.
 - 2.4 Identify and report need for spot cleaning and stain removal according to organisational and job requirements.
- 3 Complete work activities.
 - 3.1 Tidy work area, remove safety signage and barriers and dispose of soil and waste in accordance with WHS and environmental requirements.
 - 3.2 Clean and/or dispose of PPE as required by hygiene and

organisational standards.

- 3.3 Check cleaning equipment for faults, wear or damage and report in accordance with organisational requirements.
- 3.4 Undertake basic care and maintenance needed to leave equipment and supplies in ready to use order.
- 3.5 Record site cleaning and store cleaning equipment and materials according to organisational requirements.

Foundation Skills

As well as the foundation skills explicit in the performance criteria of this unit, candidates require:

- reading skills to interpret safety signs and symbols in work area.

Unit Mapping Information

Supersedes and is equivalent to CPPCLO3004 Maintain carpeted floors.

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>