



**Australian Government**

# **CPPCLO3103 Clean and maintain amenities**

**Release: 2**

## CPPCLO3103 Clean and maintain amenities

### 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 CPPCLO3017 Clean wet areas.

### Application

This unit specifies the skills and knowledge required to undertake regular and periodic cleaning of amenities in a range of residential, educational, community, health care, accommodation and business settings. It includes floors, surfaces, basins, sinks, toilets, urinals, showers, baths and mirrors in bathrooms, toilets, baby change areas, change rooms and laundries.

It includes the selection and use of methods, materials and equipment to clean and disinfect fittings and surfaces, empty waste and replenish consumables while following work health and safety (WHS) procedures.

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 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.

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|--------------------------------|--|
| 1 Prepare to clean amenities.  | 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 operation and pre-existing damage to amenities according to organisational requirements.  |
|                                | 1.5 Confirm types and material composition of amenities and soil types on surfaces and fittings to determine appropriate cleaning methods.                   |
|                                | 1.6 Select the appropriate equipment and cleaning agents 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 amenity cleaning.  |
| 2 Clean fittings and surfaces. | 2.1 Pre-clean by removing superficial soil from surfaces according to job requirements.  |
|                                | 2.2 Use appropriate methods to clean amenities according to job requirements and following safe work and hygiene practices and manufacturer recommendations. |
|                                | 2.3 Clean and disinfect frequently touched surfaces according to hygiene standards and job requirements.   |
| 3 Replenish consumables.       | 3.1 Check, replace and refill empty or near empty consumables according to organisational requirements.  |
|                                | 3.2 Dispose of used consumables according to hygiene and environmental requirements.   |

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|------------------------------|-----|--|
|                              | 3.3 | Record replenished consumable type and amount according to organisational requirements.  |
| 4 Complete amenity cleaning. | 4.1 | Tidy work area, remove safety signage and barriers and dispose of soil and waste according to work health and safety and environmental requirements. |
|                              | 4.2 | Clean and/or dispose of PPE as required by hygiene and organisational standards.   |
|                              | 4.3 | Check cleaning equipment for faults, wear or damage, and report according to organisational requirements.  |
|                              | 4.4 | 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 and on cleaning agent labels
- numeracy skills to measure quantities of cleaning agents.

## Unit Mapping Information

Supersedes and is equivalent to CPPCLO3017 Clean wet areas.

## 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>