



**Australian Government**

# **MSTGN3008 Receive and sort articles for cleaning**

**Release: 1**

## MSTGN3008 Receive and sort articles for cleaning

### Modification History

Release 1. Supersedes MSTDC2007 Receive and sort articles for cleaning.

### Application

This unit of competency describes the skills and knowledge required to receive, record and classify articles for cleaning purposes ensuring that no foreign object or contaminant is included. Articles may be garments, linen or other fabric products.

Work may be conducted in small to large scale enterprises and may involve individual and team activities.

No licensing or certification requirements exist at the time of publication. Relevant legislation, industry standards and codes of practice within Australia must be applied.

### Pre-requisite Unit

Nil

### Competency Field

Generic

### Elements and Performance Criteria

<b>Elements</b>  <i>Elements describe the essential outcomes.</i>	<b>Performance Criteria</b>  <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Receive and classify articles	1.1 Determine job and safe work requirements from work information 1.2 Receive, record and identify articles according to industry procedures and technology in use 1.3 Accurately record any existing damage, missing components or other related detail 1.4 Interpret and apply product handling procedures and instructions 1.5 Identify articles to be processed from manufacturer labels and care labelling or workplace testing procedures 1.6 Classify articles according to their colour, care requirements and fabric type 1.7 Provide customer service and use related equipment for stock management and financial transaction processes in accordance with

<b>Elements</b>	<b>Performance Criteria</b>
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	workplace procedures
2. Prepare articles for cleaning	2.1 Identify, safely remove and dispose of foreign objects and lost property in accordance with environmental protection, waste disposal, recycling and workplace procedures 2.2 Apply preparation procedures for the correct handling of articles 2.3 Note any special requirements and take these into account during the preparation 2.4 Convey relevant information to appropriate staff about articles with special requirements 2.5 Correctly use machinery and equipment to prepare articles, including special requirements 2.6 Complete accurate workplace records to meet requirements

## Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

- Reading skills to:
  - interpret work instructions, standard operating procedures (SOPs), specifications and key requirements of industry standards
  - interpret garment care labels to assist with classifying garments for cleaning
- Writing skills to record cleaning and special care requirements for garments or items
- Technology skills to operate radio frequency identification (RFID) equipment.

Other foundation skills essential to performance are explicit in the performance criteria of this unit.

## Unit Mapping Information

Release 1. Supersedes MSTDC2007 Receive and sort articles for cleaning.

## Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8fla9b76e92e>