



**Australian Government**

# **TLIF0022 Conduct housekeeping activities**

**Release: 1**

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## Modification History

**Release 1.** This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

## Application

This unit involves the skills and knowledge required to conduct housekeeping activities.

It includes identifying housekeeping requirements, procedures and resources of different areas of the workplace; monitoring and maintaining cleanliness and tidiness; and completing assigned housekeeping tasks.

Work is performed under some supervision generally in a team environment.

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

## Pre-requisite Unit

Not applicable.

## Competency Field

F - Safety Management.

## Unit Sector

Not applicable.

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

#### **1 Determine housekeeping requirements for different workplace areas**

### PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

**1.1** Workplace housekeeping procedures are identified and followed

**1.2** Equipment and consumables are selected in accordance with work area requirements

- 1.3 Specific procedures and resources for housekeeping activities in different parts of the work area are identified and followed
      - 1.4 Worksite hazards are identified and corrective actions taken prior to commencing housekeeping activities
      - 1.5 Appropriate personal protective equipment (PPE) is identified and used
  - 2 **Monitor and maintain cleanliness and tidiness in the workplace**
    - 2.1 Worksite cleanliness and tidiness are continuously monitored
    - 2.2 Housekeeping issues are raised with appropriate personnel in accordance with workplace procedures
    - 2.3 Housekeeping equipment is operated in accordance with manufacturer instructions and workplace procedures
    - 2.4 Housekeeping equipment and supplies are maintained and stored
  - 3 **Complete assigned housekeeping duties**
    - 3.1 Housekeeping duties are conducted in accordance with workplace procedures and ensuring waste is removed
    - 3.2 Maintenance requirements of any damaged items are notified to appropriate personnel
    - 3.3 Schedules and records for housekeeping duties are maintained and followed
    - 3.4 Work areas are checked and required workplace standards are met
    - 3.5 Work is carried out following housekeeping practices and safe work procedures

## Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

## Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the TLI Transport and Logistics Training Package Companion Volume Implementation Guide.

## Unit Mapping Information

This unit replaces and is equivalent to TLIF1002 Conduct housekeeping activities.

## Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>