



**Australian Government**

# **Assessment Requirements for CPPCLO3018 Clean and maintain furniture and fittings**

**Release: 2**

## Assessment Requirements for CPPCLO3018 Clean and maintain furniture and fittings

### Modification History

| Release   | Comment                                                                                                                                                                                                                   |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Release 1 | Replaces superseded equivalent CPPCLO2015A Maintain furniture, fittings and room dressing and CPPCLO3016A Wash furniture and fittings. This version first released with CPP Property Services Training Package Version 4. |
| Release 2 | Minor update to typo in the Knowledge Evidence, replace 'distilling' with 'diluting'. This version released with CPP Property Services Training Package Version 5.                                                        |

### Performance Evidence

A person demonstrating competency in this unit must satisfy the requirements of the elements, performance criteria, foundation skills and range of conditions of this unit.

The person must also:

- clean furniture and fittings according to client requirements in two of the following rooms:
  - boardroom
  - lounge room in private residence
  - home office
  - commercial office
  - function room
- identify the type and characteristics of furniture, fittings and loose items in the above rooms and their surface types, which must include three of the following:
  - fabric
  - glass
  - laminate
  - leather
  - metal
  - paint
  - plastic
  - polyresin
  - tile
  - timber

- vinyl
- clean five of the following different items of furniture and ten of the following different fittings in the two rooms:
  - furniture:
    - bed
    - bedside cupboard
    - bench
    - chair
    - compactus
    - computer and associated equipment
    - desk
    - door
    - filing cabinet
    - lamp
    - oven
    - refrigerator
    - shelf
    - table
    - work station
  - fittings:
    - bar
    - ceiling fan
    - clock
    - door handle
    - electrical item, including kettle and microwave
    - light fitting and switch
    - ornament
    - picture frame
    - railings
    - skirting
    - telephone handset
    - vent and grille
    - walls
    - window coverings
    - window sill
- clean five of the following loose items in each room:
  - ashtray
  - bin
  - books and magazines
  - calculator

- crockery
- desk calendar
- electrical leads
- food and drink containers
- kitchen implements
- mat
- photograph frame
- radio
- recognition award
- telephone index
- tissue box
- wall chart
- identify and remove three of the following soil types on the loose items above:
  - beverage
  - blood
  - blu-tac
  - candle wax
  - chewing gum
  - cobwebs
  - dust
  - food
  - glue
  - grease
  - human and animal waste
  - lipstick
  - medicine
  - mud and dirt
  - nail polish
  - paint
  - shoe polish.

During the above work, the person must also:

- identify site hazards and control risks before commencing the task
- identify type and characteristics of furniture and fittings and their surfaces
- apply cleaning techniques suited to the surfaces of fittings and fabric furniture
- use safe and efficient cleaning methods
- select cleaning equipment and chemicals required for the task
- place cleaned furniture in specified room locations according to client requirements.

## Knowledge Evidence

A person demonstrating competency in this unit must demonstrate knowledge of:

- key features of cleaning chemicals and equipment and their application to furniture and fitting surfaces
- procedures for selecting and applying required cleaning chemicals for different surfaces
- cleaning methods for furniture and fittings, including:
  - pre-spotting and stain removal
  - low-water
- key requirements of legislation, regulations, codes of practice and industry advisory standards relating to cleaning furniture and fittings, including:
  - AS/NZS 4849.1 Upholstery cleaning – Fabric upholstery
  - industry advisory standards and codes, such as dangerous goods codes
- processes for safely handling and disposing of waste, including:
  - chemicals past their expiry date
  - obsolete equipment
  - packaging
  - used containers
  - used or contaminated personal protective equipment (PPE)
  - used or unused chemicals
- safe handling techniques for working with hazardous chemicals, including:
  - emergency chemical spill control measures
  - routes of entry and potential symptoms of exposure to chemicals
  - safe methods for diluting chemicals
  - working according to safety data sheets (SDS)
- range of soil types found on furniture and fittings listed in the performance evidence, and methods for cleaning them.

## Assessment Conditions

The following must be present and available to learners during assessment activities:

- equipment:
  - as listed in the range of conditions
  - PPE as listed in the range of conditions
- materials:
  - cleaning chemicals required for task
- physical conditions:
  - suitable work site with furniture, fittings and loose items
- specifications:
  - AS/NZS 4849.1 Upholstery cleaning – Fabric upholstery
  - equipment operating manuals

- product labels
- SDS
- relationships with team members and supervisor:
  - work may be conducted alone or as part of a team.

Timeframe:

- as specified by the task.

### Assessor requirements

As a minimum, assessors must satisfy the assessor requirements in the Standards for Registered Training Organisations (RTOs) current at the time of assessment.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>