



Australian Government

CPPCLO3043 Clean using microfibre and chemical-free techniques

Release: 1

CPPCLO3043 Clean using microfibre and chemical-free techniques

Modification History

Release 1.

Replaces superseded equivalent CPPCLO2043A Clean using microfibre techniques.

This version first released with CPP Property Services Training Package Version 4.

Application

This unit of competency specifies the outcomes required to use microfibre and chemical-free cleaning techniques to clean a range of surfaces, including durable and soft surfaces on floors, furniture and fittings. It covers assessing the capacity for microfibre and chemical-free cleaning techniques to clean surfaces, selecting required equipment and cleaning techniques, and ensuring microfibre products are cleaned and stored following the cleaning work according to manufacturer specifications.

The unit supports cleaners who work alone or in teams. It applies in a range of commercial and residential work sites.

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

Pre-requisite Unit

Nil

Unit Sector

Cleaning operations

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions.

- | | |
|--------------------------|---|
| 1. Prepare for cleaning. | 1.1. Area to be cleaned is assessed, and company and client requirements are identified and confirmed. |
| | 1.2. Pre-existing damage to surfaces is identified and reported according to company requirements. |
| | 1.3. Work site <i>hazards</i> are assessed and risks controlled according to company, legislative, and <i>health and safety</i> |

requirements.

- | | | |
|----|-----------------------------|--|
| | | 1.4. Personal protective equipment (PPE) is sourced according to manufacturer specifications, and health and safety and company requirements. |
| | | 1.5. Microfibre cleaning equipment is selected according to type of surface, level of soiling, and company colour-coding procedures; and is prepared for use. |
| 2. | Undertake cleaning process. | 2.1. Water is applied to low level stains and surface is cleaned using selected equipment. |
| | | 2.2. Dry microfibre cleaning equipment is applied to surfaces, dust and dry debris are removed, and surface cleaning is finished to client requirements. |
| | | 2.3. Damp microfibre cleaning equipment is applied to surfaces, and surfaces are cleaned and finished according to client requirements. |
| | | 2.4. Stains and marks that cannot be removed during the cleaning process are identified and reported according to company procedures and client requirements. |
| | | 2.5. Microfibre cleaning equipment is checked regularly during cleaning process and soiled equipment is stored separately from unsoiled equipment while moving between cleaning areas. |
| 3. | Clean and store equipment. | 3.1. Microfibre cleaning equipment is washed, dried and sanitised as required and according to manufacturer specifications. |
| | | 3.2. Microfibre cleaning equipment is stored according to company procedures. |

Foundation Skills

This section describes the language, literacy, numeracy and employment skills essential to performance in this unit but not explicit in the performance criteria.

Skill

Performance feature

- | | |
|-------------------------------|---|
| Oral communication skills to: | <ul style="list-style-type: none"> ask questions to clarify job requirements respond clearly and concisely to client questions. |
|-------------------------------|---|

- Reading skills to:
- interpret and apply manufacturer instructions for cleaning and maintaining microfibre equipment
 - interpret directions and safety instructions, including:
 - equipment operating manuals
 - manufacturer instructions
 - safety data sheets (SDS).
- Writing skills to:
- document and report faults in equipment to manufacturer and other personnel.
- Problem-solving skills to:
- identify type of soiling and confirm use of microfibre and chemical-free cleaning techniques required for the task.

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

- Hazards*** that must be assessed include:
- biological and environmental contaminants
 - chemical exposure via absorption, ingestion and inhalation
 - chemical reactivity
 - dust and fibre particulates
 - electrical
 - environmental allergens
 - explosions
 - fatigue
 - fire
 - manual handling
 - noise
 - poor ventilation
 - slips, trips and falls
 - syringes and sharps
 - working in confined spaces.
- Health and safety requirements*** must include:
- access to communication devices when working alone
 - compliance with Safe Work Australia regulations and guidelines
 - electrical equipment test and tag compliance
 - emergency response procedures
 - environmental controls
 - hazard signs and barricades
 - health and safety induction and refresher training
 - manual handling techniques

- processes for safely dispensing chemicals
- risk assessment procedures, including:
 - hazardous chemicals register
 - hierarchy of control
 - job safety analyses (JSA) for low-risk situations
 - safe work method statements (SWMS) for high-risk situations
 - incident reporting
- SDS
- selection and use of required PPE
- storage and maintenance of equipment according to manufacturer specifications
- use of first aid according to SDS information.

Personal protective equipment must include at least two of the following:

- clothing
- eye protection
- gloves
- masks
- safety shoes.

Microfibre cleaning equipment must include at least three of the following:

- cleaning trolley
- cloths
- dusting wand
- mitts
- mops
- spray bottles
- squeegees.

Unit Mapping Information

CPPCLO2043A Clean using microfibre techniques

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for CPPCLO3043 Clean using microfibre and chemical-free techniques

Modification History

Release 1.

Replaces superseded equivalent CPPCLO2043A Clean using microfibre techniques.

This version first released with CPP Property Services Training Package Version 4.

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 two of the following surfaces in a commercial or residential work site, using microfibre and chemical-free cleaning techniques:

- fittings
- floor
- furniture.

In doing the above work, the person must:

- assess and manage work site risks
- assess suitability of microfibre and chemical-free cleaning techniques for the task
- clean and store used microfibre equipment at the end of the cleaning task according to manufacturer specifications.

Knowledge Evidence

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

- benefits and application of microfibre and low-water techniques when cleaning
- characteristics and techniques of microfibre and chemical-free cleaning products
- colour-coding conventions used when handling and storing cleaning products
- company processes and procedures, including:
 - biological and viral control
 - emergency response and evacuation procedures
 - environmental protection procedures
 - hazard and risk assessment techniques
 - health and safety procedures
 - injury, dangerous occurrence and incident reporting
- company procedures required for the cleaning tasks specified in the performance evidence, including:

- client and contractual requirements
- company service standards
- documentation and information systems and processes
- work roles and responsibilities
- use of electronic job scheduling and communication devices
- methods for cleaning microfibre cloths and mops.

Assessment Conditions

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

- equipment:
 - microfibre cleaning equipment as listed in the range of conditions
 - personal protective equipment (PPE) as listed in the range of conditions
- specifications:
 - equipment operating manuals
 - colour-coding conventions
- physical conditions:
 - suitable work site or venue with surfaces listed in the performance evidence
- 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>