



Australian Government

Department of Education, Employment and Workplace Relations

LMTDC2012A Conduct safe handling of dry cleaning chemicals and solvents

Revision Number: 1

LMTDC2012A Conduct safe handling of dry cleaning chemicals and solvents

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit of competency covers the skills and knowledge required to handle and work with dry cleaning chemicals and solvents commonly used in dry cleaning operations, including preparation, use and storage. It includes interpreting and applying workplace information and identifying risks and control measures.
------------------------	--

Application of the Unit

Application of the unit	This unit of competency applies to operators who work directly with dry cleaning chemicals and solvents when performing dry cleaning operations. Preparation, use and storage of dry cleaning chemicals and solvents must be in accordance with industry regulations and codes of practice that govern the control of chemicals in the workplace. Chemicals may include solvents, such as perchlorethylene and chemicals used in large and small commercial dry cleaning enterprises. Work may be conducted in small to large scale enterprises and may involve individual and team activities. Work is performed within defined procedures under direct supervision. This unit requires the application of skills associated with self-management when conducting work to ensure workplace safety procedures, personal protective equipment and personal responsibilities are followed to ensure the safety of self and others when working with cleaning chemicals. This unit also requires an ability to access and communicate information on cleaning chemicals and conduct correct measurements of chemicals.
--------------------------------	---

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
-----------------------------	--

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
---	--

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Access workplace information on dry cleaning chemicals and solvents	1.1. Relevant regulations and codes of practice relating to the control of hazardous substances are identified 1.2. Workplace information regarding the safe handling of cleaning chemicals is accessed 1.3. Workplace procedures relating to cleaning chemicals are identified 1.4. Personal responsibilities in working with cleaning chemicals are identified 1.5. Material safety data sheets (MSDS) for cleaning chemicals are identified and common terminology interpreted 1.6. Procedures for using chemicals in a cost-effective manner are identified
2. Identify control measures	2.1. Risks associated with cleaning chemicals and operator use are identified 2.2. Measures for controlling risks associated with cleaning chemicals and operator use are identified 2.3. Personal protective equipment relevant to the use of cleaning chemicals are identified 2.4. Correct procedures for calculating quantities and measuring cleaning chemicals are implemented 2.5. Environmental considerations and procedures are identified 2.6. Procedures for identifying chemicals are identified
3. Apply safe handling of dry cleaning chemicals and solvents	3.1. Personal protective equipment is used correctly 3.2. Work area is adequately ventilated and ignition sources eliminated 3.3. Cleaning chemicals are identified, measured, handled and stored according to occupational health and safety (OHS) practices and workplace requirements 3.4. Machinery and equipment associated with use of cleaning chemicals are operated safely 3.5. OHS issues, faults or emergencies are reported to relevant personnel 3.6. Accidents and emergencies are acted upon according to procedures for the cleaning chemical 3.7. Housekeeping is conducted and work area standards maintained 3.8. Cleaning chemicals are disposed of according to regulatory requirements and environmental considerations, including MSDS recommendations

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

Required skills include:

- differentiating between toxic agents, corrosives, reactives, and flammables and combustibles
- identifying and locating MSDS and other available safety information on dry cleaning chemicals
- accurately identifying and measuring chemicals
- reading, interpreting, and following information on work specifications, standard operating procedures, work instructions, MSDS and other reference material
- using personal protective equipment
- transferring, storing and disposing of cleaning chemicals safely and with respect to environmental considerations
- maintaining accurate records
- communicating within the workplace
- sequencing operations
- meeting specifications
- clarifying and checking task-related information
- carrying out work according to OHS practices

Required knowledge

Required knowledge includes:

- regulations and codes of practice which govern the control of dry cleaning solvents and chemicals, such as perchlorethylene, in the workplace
- workplace procedures relating to dry cleaning chemical use
- personal responsibilities in the control of dry cleaning chemicals in the workplace
- risks of exposure to chemicals by absorption, inhalation and ingestion
- health risks arising from exposure to cleaning chemicals
- the meaning of common MSDS terms
- risks associated with operating machinery or equipment that use cleaning chemicals
- procedures for the safe and cost-effective measuring and mixing of chemicals and other agents
- correct use of personal protective equipment
- workplace procedures for the reporting of emergencies or OHS issues
- workplace procedures for the control of chemical spills and fires
- OHS practices, including hazard identification and control measures

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	It is essential that safe handling requirements are understood and applied in all work activity. Consistent performance should be demonstrated. In particular look to see that: • risks and hazards associated with chemicals and solvents can be identified and control measures explained • workplace information on dry cleaning chemicals and solvents can be accessed and applied • dry cleaning chemicals and solvents can be accurately identified and measured according to task requirement • procedure for responding to accidents and incidents can be identified • reporting and documentation requirements are known and applied.
Context and specific resources for assessment	Assessment may occur on the job or in an appropriately simulated environment and requires access to work areas, materials and equipment and to information on workplace procedures and OHS practices.
Method of assessment	This unit may be assessed independently or in combination with other units relevant to carrying out dry cleaning operations which involve the use of chemicals or solvents.
Guidance information for assessment	Assessment processes and techniques must be culturally appropriate and appropriate to the language and literacy capacity of the candidate and the work being performed.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Legislative/regulatory requirements

All work must comply with relevant federal and state or territory legislative or regulatory requirements

Dry cleaning chemicals and solvents

Dry cleaning chemicals and solvents may include:

- perchlorethylene
- white spirit
- hydrocarbon
- liquid silicon
- detergent
- chlorine bleach
- oxybleach
- builder
- starch
- fabric conditioner
- laundry sour
- caustic alkali

Workplace information

Workplace information may include:

- MSDS for hazardous substances
- workplace procedures
- signage and labelling
- verbal instruction

Workplace procedures

Workplace procedures may include:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and

RANGE STATEMENT	
	contribution to quality improvement of team or section output • housekeeping • tasks related to environmental protection, waste disposal, pollution control and recycling
Personal responsibilities	Personal responsibilities may include: • following OHS procedures • following workplace procedures • following environmental procedures • reporting incidents • using personal protective equipment
Risks	Risks may include: • mixing of chemicals • spills and leaks in the workplace • chemical fires • exposure to perchlorethylene or other cleaning chemicals via absorption • inhalation or ingestion
OHS practices	OHS practices must include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and may include: • MSDS • manual handling techniques • standard operating procedures • personal protective equipment • safe materials handling • taking of rest breaks • ergonomic arrangement of workplaces • following marked walkways • safe storage of equipment • housekeeping • reporting accidents and incidents • other OHS practices relevant to the job and enterprise

Unit Sector(s)

Unit sector	Dry Cleaning and Laundry Operations
--------------------	-------------------------------------

Competency field

Competency field	
-------------------------	--

Co-requisite units

Co-requisite units		