

Title	Demonstrate knowledge of key cleaning equipment and basic cleaning principles		
Level	2	Credits	10

Purpose	<p>This unit standard is designed for workers in the cleaning industry.</p> <p>People credited with this unit standard are able to: identify and describe key cleaning equipment; demonstrate knowledge of basic cleaning principles; outline the process for reporting faulty equipment; maintain cleaning equipment and cleaning cupboard; and demonstrate safe practice and environmental consideration when dealing with rubbish and waste.</p>
----------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Classification	Cleaning and Caretaking > Cleaning Skills
-----------------------	-------------------------------------------

Available grade	Achieved
------------------------	----------

Explanatory notes

- 1 Competence demonstrated during assessment against this unit standard must comply with the requirements of:
 Employment Relations Act 2000;
 Hazardous Substances and New Organisms Act 1996
 Health and Safety in Employment Act 1992;
 Resource Management Act 1991.
- 2 Equipment and cleaning agents must be used in accordance with manufacturer's recommendations.
- 3 Disposal of liquid waste should be down a drain used for waste water not down a storm water drain.
- 4 Definitions
Clean to dirty is the principle that has the cleaner cleans less dirty surfaces first so dirt and contaminants are less likely to be spread from very dirty surfaces to cleaner surfaces.
Top to bottom is the principle that has the cleaner starts cleaning high surfaces first so the dirt or dust falls onto surfaces which have not yet been cleaned.
8 faces of the cloth is the principle of folding a cleaning cloth into eight and then using each surface and refolding it so you have eight clean surfaces to use before the cloth needs to be replaced.
Spray the cloth not the surface is the principle of spraying a cleaning agent onto the cleaning cloth and not onto the surface to be cleaned to ensure the minimal amount of chemical is used and to minimise overspray.

- 5 Assessment against this unit standard may include either written or verbal explanations.

Outcomes and evidence requirements

Outcome 1

Identify and describe key cleaning equipment.

Range may include but is not limited to – vacuum cleaner including parts, bucket and mop, microfiber mop, brush and shovel, toilet brush, colour coded cloths, microfiber duster and spray bottle.

Evidence requirements

- 1.1 Key cleaning equipment is identified and its uses described.

Range evidence is required for five types of equipment.

Outcome 2

Demonstrate knowledge of basic cleaning principles.

Range principles must include – clean to dirty, top to bottom, 8 faces of the cloth, spray the cloth not the surface.

Evidence requirements

- 2.1 The explanation of each principle includes both the correct process and the reason for applying this process.

Outcome 3

Outline the process for reporting faulty equipment.

Evidence requirements

- 3.1 Outline is in accordance with organisational procedures.

Outcome 4

Maintain cleaning equipment.

Range electrical equipment; mops and buckets; cloths

Evidence requirements

- 4.1 Electrical equipment is checked for safe use in accordance with organisational procedures.

Range current electrical certificate, cords checked, connections checked.

4.2 Mops, buckets and cloths are cleaned and stored to dry.

Outcome 5

Maintain cleaning cupboard.

Evidence requirements

5.1 The cleaning cupboard is left clean tidy with easy access to equipment.

Outcome 6

Demonstrate safe practice and environmental consideration when dealing with rubbish and waste.

Evidence requirements

6.1 Rubbish is removed and disposed of in accordance with organisation procedures.

Range not pushing rubbish down with hands, carrying or holding away from the body, disposed of according to organisational requirements and consideration for the environment.

6.2 Waste is disposed of with consideration to the environment and in accordance with organisation procedures.

Range waste includes but is not limited to – dirty water.

Replacement information	This unit standard and unit standard 28352 replaced unit standard 1563, unit standard 1565, unit standard 1566, unit standard 1569, unit standard 7182, unit standard 17263, and unit standard 17264.
--------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Planned review date	31 December 2019
----------------------------	------------------

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	17 July 2014	N/A

Consent and Moderation Requirements (CMR) reference	0004
------------------------------------------------------------	------

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact Careerforce info@careerforce.org.nz if you wish to suggest changes to the content of this unit standard.