Unit of competency

Release 1	This version first released with CPP Property Services Training Package Release 15.0 Supersedes and is equivalent to CPPCLO3014 Maintain clean-room environments.
Unit Code	CPPCLO3114
Unit Title	Clean specialised clean-room environments
Application	This unit specifies the skills and knowledge required to clean specialised clean-room environments housing electronic and other sensitive equipment. It covers assessing the extent of the cleaning task and selecting and using the methods, equipment and cleaning agents required for the task. Clean-rooms may be used for specialised laboratories, computer installations, computer equipment repairs and telecommunication systems as well as manufacturing electronic components and food in sterile rooms. Some clean-rooms may be pressurised to reduce the amount of dust entering the room. This unit applies to cleaning industry personnel who work alone or in teams. They use a range of cognitive, technical and communication skills to select and apply a range of methods, tools, materials and information to complete routine cleaning activities and provide solutions to predictable and sometimes unpredictable problems. All work must be carried out in accordance with relevant state/territory legislation and regulations, including work health and safety (WHS), and codes of practice as well as organisational procedures. *No licensing, legislative or certification requirements apply to this unit at the time of publication.*
Prerequisite Unit	Nil
Competency Field	
Unit Sector	Cleaning
ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe what needs to be done to demonstrate achievement of the element.

1	Assess area to be cleaned.	1.1	Identify cleaning requirements and worksite access and security procedures and, if needed, clarify issues with supervisor, team member or client.

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		1.2	Select, check for fit and serviceability, and use personal protective equipment (PPE) according to WHS and job requirements.
		1.3	Identify site hazards and risks, and position safety signage and barriers according to WHS and job requirements.
		1.4	Check and document pre-existing damage to areas and equipment according to organisational requirements.
		1.5	Determine appropriate cleaning procedures required based on type of equipment and surfaces, and soil types.
		1.6	Select the appropriate equipment and cleaning agents and confirm requirements for safe use according to manufacturer instructions.
		1.7	Plan and sequence cleaning tasks and procedures according to job, WHS and organisational requirements.
2	Implement cleaning plan.	2.1	Move and protect items that impede cleaning activities according to WHS and job requirements.
		2.2	Remove soil and clean surfaces using selected equipment, cleaning agents and methods according to manufacturer specifications, WHS and organisational requirements.
		2.3	Clean fittings using methods that minimise damage caused by electrostatic or electromagnetic contamination and loosening of cables or wiring according to manufacturer specifications, WHS and organisational requirements.
3	Complete work activities.	3.1	Tidy work area, remove safety signage and barriers and dispose of soil and waste in accordance with WHS and environmental requirements.
		3.2	Safely clean and/or dispose of PPE as required by organisational standards.
		3.3	Check cleaning equipment for faults, wear or damage and report in accordance with organisational requirements.
		3.4	Record site cleaning and store cleaning equipment and materials in accordance with organisational requirements.

FOUNDATION SKILLS	As well as the foundation skills explicit in the performance criteria of this unit, candidates require: • reading skills to interpret safety signs and symbols in work area and on cleaning agent labels • numeracy skills to measure quantities of cleaning agents.
UNIT MAPPING INFORMATIO N	Supersedes and is equivalent to CPPCLO3014 Maintain clean-room environments.
LINKS	The Companion Volume Implementation Guide for the CPP Property Services Training Package is available at: https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b.

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Assessment Requirements

UNIT CODE AND TITLE	CPPCLO3114 Clean specialised clean-room environments
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PERFORMANCE EVIDENCE
To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by:

- cleaning two different clean-room environments:
  - at least four of the following:
    - workstation
    - bench top
    - cabling
    - ceiling
    - equipment casing
    - hard floor surface
    - soft floor surfaces such as special dust-catching carpets.
  - at least four of the following fittings:
    - cameras
    - furniture
    - glass
    - lights
    - monitors
    - skylights
    - smoke detectors
    - sprinkler systems
    - vents and grilles.

KNOWLEDGE EVIDENCE
To be competent in this unit, a candidate must demonstrate knowledge of:

- personal and site security procedures and requirements:
  - site access - security cards, codes and keys
  - areas of the worksite not to be accessed
  - alarm activation and deactivation
  - maintaining client privacy and confidentiality
  - contingencies if personal safety at risk
- types of hazards and risks and ways to control:
  - work health and safety (WHS) requirements
  - Safe Work Australia regulations and guidelines
  - job safety analyses (JSAs) and safe work method statements (SWMS)
  - manufacturer instructions and safety data sheets (SDS)
  - types of personal protective equipment (PPE) and correct selection, care, use and disposal
  - slips, trips, falls and spills
  - manual-handling techniques when carrying, lifting, pushing and pulling
  - identification and safe practices with asbestos on site
  - correct use of signage, barriers, containment and engineering controls and PPE
  - safe use of electrical equipment
- organisational requirements for:
  - reporting incidents - accidents and injury, damage to or breakages in the cleaning area or cleaning equipment, theft and threats to personal security and breaches of site security

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- procedures for checking equipment operation and safety
- use of cleaning equipment, cleaning agents, consumables and PPE

- cleaning methods and precautions for clean-rooms:
  - impact of dust, moisture, electrical current and magnetic fields on sensitive electronic equipment
  - methods of cleaning plastic, vinyl, laminate, rubber, metal and glass surfaces
- functions and features of cleaning equipment, safe use and storage of cleaning equipment:
  - cleaning trolleys
  - buckets, brooms and dustpans
  - damp and dust mops
  - vacuum cleaners and accessories
  - buffing machines with brushes and pads
  - extension poles
  - glass cleaning equipment
  - lint-free and anti-static cleaning cloths
  - selection, use, care and storage of microfibre equipment
  - scourers
- types of cleaning agents suitable for using with sensitive equipment- their purpose, action, correct use, precautions, safe handling, storage and disposal:
  - purified water
  - detergents
  - surfactants
  - sanitisers
  - disinfectants
  - solvents
  - abrasives
- cleaning principles:
  - cleaning agent, time, agitation and temperature
  - significance of pH value of cleaning agents
  - sequence and direction of cleaning
  - achieve results while doing no harm
- environmentally sustainable work practices and compliance with environmental regulations:
  - storage and disposal of cleaning agents
  - ways of minimising negative environmental impact
  - conserving energy and water
  - recycling
- waste disposal:
  - general waste
  - hazardous waste
  - recyclable waste
  - organic and green waste
  - used materials and cleaning agents.

ASSESSMENT CONDITIONS

Assessors must satisfy the requirements for assessors contained in the Standards for Registered Training Organisations.

Competency is to be assessed in the workplace or a simulated environment that accurately reflects performance in a real workplace setting where these skills and knowledge would be performed.
Candidates must have access to:

- industry-standard cleaning equipment
- appropriate PPE
- manufacturer’s instructions and workplace documents.

LINKS	The Companion Volume Implementation Guide for the CPP

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	Property Services Training Package is available at: https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b.

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