

## Overview

This standard is part of the competence area related to providing cleaning services, including the use of equipment. It is about cleaning and maintaining cleanliness of confined spaces. It is for cleaning operatives who work in confined spaces. It is important to be vigilant against possible hazards and risks that may arise during the work activity by taking precautions to prevent access for the general public or other unauthorised personnel. For personal safety, it is important that you wear the appropriate protective equipment, have psychological attitude for work in confined spaces and follow the relevant safety procedures by maintaining regular contact with the relevant member of staff.

## Performance criteria

*You must be able to:*

### **Preparation and protection**

1. carry out health checks and follow organisational procedures for safe working practice
2. follow dynamic risk assessment requirements of your organisation within the workplace
3. take the relevant actions depending on the outcome of risk assessments carried out
4. ensure all required products and protective equipment are available
5. wear the relevant protective equipment while carrying out cleaning
6. follow organisational procedures for reusing or disposing of protective equipment
7. ensure the safe systems of work and requirements are followed
8. select the appropriate colour-coded equipment
9. ensure any relevant safety and warning signs are displayed clearly

### **Controlling the risk of infection**

10. follow your organisation's requirements for mitigation of risk of infection in the workplace
11. follow the cleaning procedures depending on environment and identified risks
12. examine areas for cleaning and identify any high contact touch points
13. carry out cleaning in accordance with work schedule and required frequency depending on the outcomes of risk assessment
14. use cleaning products including specialist cleaning solutions, antibacterial and antiviral chemicals

## Clean and maintain cleanliness of confined spaces

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15. use disposable cleaning equipment to reduce viral loading in the areas being cleaned
16. follow the enhanced cleaning and disinfection procedures for suspected or confirmed virus contamination
17. dispose of used cleaning and protective equipment in accordance with specified safety procedures
18. clean and disinfect reusable cleaning equipment
19. wash and dry your hands thoroughly and safely in accordance with organisational requirements
20. ensure the hand washing facilities are maintained with an adequate supply of washing solution, disinfection gels and a hygienic means of hand drying

### **Conduct cleaning in a confined space**

21. ensure that required cleaning activities can be carried out in confined spaces
22. ensure there is adequate ventilation in the working area before and during the work
23. prepare and check all equipment is in working condition and the electrical equipment is fully charged before entering the work site
24. obtain authorisation for entry to the work area and the relevant health and safety information from designated personnel supervising the work
25. check with the relevant member of staff that atmospheric conditions have been checked and are safe before entering the work area
26. follow your organisation's procedures for entering the confined spaces
27. control access to the work areas, in accordance with your organisation's procedures before cleaning starts
28. clarify the nature of the soiling with the relevant member of staff before cleaning starts

29. seek advice from the relevant member of staff when you are asked to clean environments where there is an unforeseen risk
30. carry out the cleaning process in accordance with your organisation's procedures

**Follow safe working practices in a confined space**

31. be aware of the risks during cleaning, acting immediately to remedy any unsafe activity, equipment and environmental conditions
32. start emergency exit procedures immediately in the event of emergency
33. ensure that confined spaces have been cleared of any waste which has been disposed of properly and in accordance with your organisation's procedures
34. report any accidental damage or disruption to confined spaces caused by cleaning processes
35. follow the relevant decontamination procedures
36. carry out detailed risk assessment for confirmed contamination
37. use colour coding of cleaning materials to avoid potential cross-contamination
38. follow the relevant decontamination procedures for the area being cleaned
39. identify the areas accessed by the symptomatic person before cleaning and cordon it with relevant signage
40. clean all bodily fluids, using spillage packs shortly after these have been identified
41. use specialist equipment for disinfection, including fog, mist, vapour and ultraviolet (UV) systems and follow relevant procedures for re-entry
42. dispose of used protective equipment, other waste or potentially infectious waste in accordance with employer's guidance
43. dispose of the waste in accordance with your organisation's safety procedures

## Knowledge and understanding

*You need to know and understand:*

### **Preparation and protection**

1. the health checks and relevant procedures for safe working practice
2. your organisation's principles of dynamic risk assessment within the workplace
3. the relevant actions depending on the outcome of risk assessments carried out
4. the products and protective equipment for carrying out cleaning and infection control
5. how to reuse the protective equipment or dispose of it in line with your organisation's safety procedures
6. the organisational requirements for safe systems of work
7. how and where to display the relevant safety and infection control signage for cleaning areas
8. your organisation's requirements for minimising risk of infection while working on premises
9. why it is important to choose the correct colour coded equipment and how to use it

### **Controlling the risk of infection**

10. your organisation's procedures for mitigating the risk of infection
11. the frequency of routine cleaning in communal areas, facilities and high-contact areas
12. the enhanced cleaning and disinfection procedures for suspected or confirmed virus contamination
13. the areas for cleaning and how to identify high contact touch points

14. the range of specialist cleaning products and how to use them safely and effectively
15. the cleaning procedures to follow, depending on the environment and risks identified
16. your organisation's procedures for cleaning and disinfection of reusable equipment
17. your organisation's procedures for disposing of used cleaning equipment and protective equipment
18. the duration of hand washing procedures after the protective equipment is removed

### **Conduct cleaning in a confined space**

19. how environmental conditions can affect the work you are able to do and why it is important to ensure they have been checked
20. why there should be adequate ventilation in the work area and the risks of inadequate ventilation
21. why it is important to confirm the nature of the soiling and your level of skill in dealing with it
22. why you should seek advice about cleaning spaces that may represent a potential risk and with whom you should consult about this
23. the relevant procedures for arranging communication with your supervisor and why it is important to confirm such procedures before starting the work
24. why it is important to have serviceable cleaning equipment before entering the confined space, how to check it and to whom you should report any problems
25. your organisation's procedures for entering, cleaning and leaving the confined spaces
26. the relevant instructions and procedures for carrying out the cleaning processes
27. the relevant procedures for controlling access to the confined space and why it is

important to follow these

**Follow safe working practices in a confined space**

28. your organisation's procedures for monitoring conditions in the confined space
29. the relevant procedures for exiting the confined space in the event of emergency
30. the relevant action to take to deal with risks that arise during working
31. who is responsible for checking your work
32. who is responsible for removing waste from the confined spaces
33. your organisation's procedures for reporting the accidental damage
34. your organisation's decontamination procedures
35. how to use specialist equipment for disinfection using fog, mist, vapour and ultraviolet (UV) systems
36. your organisation's procedures for disposal of used protective equipment, other waste or potentially infectious waste

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**Suite** Cleaning and Support Services

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