

Work using different chemicals, liquids and equipment

Overview

This standard is about choosing the right cleaning chemicals or liquids, using the chemicals correctly and disposing of them safely. This standard also covers using equipment. It is for housekeeping assistants and cleaning staff. The use of chemicals, liquids and equipment requires thorough training and understanding to ensure your safety and equally important, your guests and customers safety. During your induction at your workplace you may have received COSHH training which will help you in your understanding and achievement of this standard.

When you have completed this standard you will be able to demonstrate your understanding of and ability to:

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Performance criteria

You must be able to:

1. Choose the right chemicals or liquids for the area you are going to clean 2. Wear the appropriate personal protective equipment as required 3. Prepare and use the chemical or liquid in line with the manufacturers' instructions, using the correct equipment 4. Store the chemicals or liquids securely or appropriately to organisational procedures 5. Complete any relevant documentation in line with organisational procedures 6. Choose the correct piece of manual or electrical equipment, and attachments and chemicals where required, for the area that you are going to clean 7. Check that the equipment is safe to use 8. Prepare the area for cleaning 9. Use the equipment, and attachments where required, safely and correctly 10. Leave the area clean and tidy and free from debris 11. Store equipment and attachments correctly in line with your organisation's procedures and manufacturer's instructions 12. Deal with any problems according to your organisational procedures

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Knowledge and understanding

You need to know and understand:

1. Basic legal requirements relating to safe working practices when using cleaning chemicals 2. The warning signs used on cleaning chemical containers and what they mean 3. How to select appropriate chemicals / liquids for the full range of cleaning jobs 4. Why it is important to wear personal protective equipment when using chemicals / liquids 5. Why it is dangerous to mix certain types of chemicals / liquids together 6. Why it is important to follow manufacturers' instructions on cleaning chemicals / liquids 7. What might happen if you do not follow the relevant legal requirements for this sort of work 8. Why work routines and sequences need to be followed 9. What preparations should be made to the work area before using chemicals 10. Documents you need to complete when using chemicals 11. The types of problems that may happen when you are preparing and using chemicals and how to deal with these 12. Basic legal requirements relating to safe working practices when using manual and electrical cleaning equipment and chemicals 13. How to choose manual and electrical cleaning equipment for the types of cleaning you carry out 14. Why it is important to follow the manufacturers' instructions for manual and electrical equipment 15. What factors need to be taken into account and the main dangers when using electrical equipment and how to avoid these 16. The types of problems that may happen when you are preparing and using electrical cleaning equipment and how to deal with these 17. Safe handling and lifting techniques and why they should be used 18. Why the equipment should be cleaned and stored correctly after use

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Scope/range

1. Chemicals
 - 1.1 multi-surface cleaner
 - 1.2 toilet cleaner
 - 1.3 glass cleaner
 - 1.4 air freshener
 - 1.5 polish
 - 1.6 sanitizer
 - 1.7 chemicals for use on carpets / floors
 - 1.8 stain and grease removers
 - 1.9 other
2. Manual Equipment
 - 2.1 mop systems for wet use
 - 2.2 mop systems for dry use
 - 2.3 colour coded cloths
 - 2.4 duster
 - 2.5 bucket
 - 2.6 sponge / non-abrasive pad
 - 2.7 brushes
 - 2.8 dustpan
 - 2.9 abrasive pad
3. Electrical Equipment
 - 3.1 vacuum cleaners
 - 3.2 suction dryers
 - 3.3 polishers / burnishers
 - 3.4 scrubbers
 - 3.5 spray extractors
4. Attachments
 - 4.1 hard / soft floor attachments
 - 4.2 upholstery attachments
 - 4.3 brushes / pads
 - 4.4 crevice tools
 - 4.5 spray extractors / nozzles
 - 4.6 hoses

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Developed by	People 1st
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Version Number	3
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Date Approved	01 Mar 2022
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Indicative Review Date	28 Feb 2027
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Validity	Current
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Status	Original
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Originating Organisation	People 1st International Ltd
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Original URN	PPL2HK2
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Relevant Occupations	Chamber Maid, Housekeeper, Room Attendant
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Suite	Hospitality - Housekeeping and Front of House Reception
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Keywords	chemicals, equipment
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