



Unit title: Cleaning Equipment

SQA code: J8LL 45

SCQF level: 5

SCQF credit points: 4

History of changes

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Version number	Date	Description of change	Authorised by

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Unit template: December 2022

Goal of Unit:

To clean equipment to maintain health and safety standards in line with organisational procedures.

Brief outline:

This is about carrying out cleaning of equipment to meet organisational procedures following relevant manufacturers' instructions. This involves regular inspection of cleanliness of equipment, completing records and reporting faults to ensure equipment is clean, safe and fit for purpose.

Performance requirements

1. Checking schedules to identify equipment to be cleaned in line with organisational policies and procedures
2. Carrying out regular inspections of equipment to identify cleaning requirements in line with organisational policies and procedures
3. Preparing equipment for cleaning in line with manufacturers' instructions and organisational policies and procedures
4. Selecting correct cleaning tools and materials for equipment being cleaned in line with organisational policies and procedures
5. Using selected tools and materials to carry out cleaning of equipment in line with manufacturers' instructions and organisational policies and procedures
6. Checking equipment operates after cleaning in line with manufacturers' instructions and organisational policies and procedures
7. Completing records for equipment cleaning accurately in line with organisational policies and procedures
8. Identifying and reporting equipment maintenance requirements in line with organisational policies and procedures
9. Handling and disposing of waste in line with relevant legislative requirements and organisational procedures

Knowledge and understanding requirements

1. Health, safety, security and environmental regulations and organisational procedures and how to safely comply with them
2. Relevant regulations regarding preparation and use of equipment and when you need to complete required training and hold certificates
3. Equipment cleaning instructions including manufacturers' instructions and where to locate these
4. Types of cleaning equipment and materials, where to find these and when these should be used
5. Methods of preparing equipment for cleaning and how to apply them
6. Records that must be kept for cleaning equipment and how to accurately complete them
7. The importance of checking equipment is operating on completion of cleaning and how to do this
8. Records that must be kept for cleaning equipment and how to accurately complete them
9. Importance of identifying equipment that requires maintenance and replacement and how to report this

10. The importance of environmental good practice and sustainability, and how to apply this in your area of responsibility
11. Types of waste within your remit and organisational procedures and relevant legislative requirements for handling and disposing of waste