

ASTFFL5 - SQA Unit Code H550 04

Prepare and carry out pre-restoration cleaning to contents



Overview

- 1 Prepare to carry out pre-restoration cleaning to contents
- 2 Carry out pre-restoration cleaning to contents

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Performance criteria

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- You must be able to:*
- P1 have correct **details** about the cleaning operations that you are required to carry out
 - P2 have **instructions or specific information** that could affect cleaning operations
 - P3 have the **authority** to carry out the cleaning operations
 - P4 clarify any details or instructions that you do not understand
 - P5 have sufficient details about what **equipment, tools and materials** you might need and they are operating properly and are safe to use
 - P6 confirm that you have sufficient materials and that they are stored according to suppliers' instructions
 - P7 confirm that all materials to be used are still within use by date
 - P8 confirm that any **instructions** for use of equipment, tools or materials are up to date and provide the information you need where appropriate

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- You must be able to:*
- P9 wear the correct **personal protective equipment** required
 - P10 select the correct equipment, tools and materials for the **surfaces** to be cleaned
 - P11 use the **equipment, tools and materials** following instructions and the correct procedures
 - P12 carry out the cleaning process in line with **instructions and procedures**
 - P13 make sure that sites of cleaning operations are clear of equipment, tools and materials that are not to be left at the site
 - P14 take the correct action to deal with **unserviceable** equipment
 - P15 dispose of waste safely and according to regulations, instructions and good practice
 - P16 return the equipment, tools and materials to the correct storage location

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Knowledge and understanding

You need to know and understand:

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- K1 what information and instructions you might need to carry out cleaning operations
- K2 how to get more information when you need it
- K3 what authority is needed to carry out cleaning operations, why it is needed and from where to get this authority
- K4 the types of equipment, tools and materials you need and from where to get them
- K5 where to get instructions on the proper operation of equipment, tools and materials when you need them and why it is important that to confirm that the equipment is operating properly
- K6 the safety requirements for using equipment, tools and materials, including the Health and Safety at Work Act (HASAW) and Control of Substances Hazardous to Health (COSHH) requirements

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You need to know and understand:

- K7 the correct personal protective equipment required and where to get it from
- K8 why you should wear personal protective equipment
- K9 where to get the information on how to select the appropriate equipment, tools and materials
- K10 why it is important to follow the manufacturers' instructions when you use the equipment, tools and materials
- K11 the possible consequences if you do not follow the manufacturers' instructions
- K12 what action to take if a cleaning operation cannot be completed
- K13 what equipment, tools and materials you took and used on the site of the cleaning operation
- K14 what action to take if any of the equipment, tools and materials are damaged or unserviceable and why it is important to take this action
- K15 why it is important to handle and dispose of the waste safely according to regulations and instructions and where to access this information

Additional Information

Scope/range

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- 1 **details** of: location of equipment; type of equipment; access to premises; security; availability of equipment
- 2 **instructions or specific information** from: your client; your own organisation's procedures
- 3 **authority** from: client; own organisation e.g. access to sensitive or restricted areas
- 4 **equipment, tools and materials**: protective clothing; warning signs as required by client or own organisation's procedures; fogging machine; de-odourising equipment; ladders; hand brushes; alkaline solutions, cleaning agents; cloths; suction cleaners; dehumidifiers; neutralising agents
- 5 **instructions** from: the manufacturer; your own organisation; your client

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- 6 **personal protective equipment** type: gloves; masks; goggles; boots; clothing; breathing apparatus
- 7 type of **surfaces**: fabric; carpet; paint; leather; paper; glass; metal; plastic; wood; ceramic
- 8 **equipment, tools and materials**: warning signs as required by client or own organisation's procedures; ladders; hand brushes; alkaline solutions, cleaning agents; cloths; suction cleaners; dehumidifiers; neutralising agents
- 9 **instructions and procedures** from: manufacturers your organisation; your clients
- 10 **unserviceable** because: does not operate properly; requires emptying, servicing or cleaning

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