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## Overview

This standard covers assisting with the maintenance of structures and surfaces using manual equipment and tools.

In this standard, 'maintenance' refers to general maintenance such as sweeping up, cleaning, rubbing down and painting.

This standard is for those assisting with the maintenance of structures and surfaces, who will be closely supervised.

You must carry out your work in a way which will minimise any impact on the natural environment and enhance its nature, conservation and recreational value.

**Performance  
criteria**

You must be able to:

- P1 carry out all work in accordance with relevant environmental and health and safety legislation, risk assessment requirements, codes of practice and company policies
- P2 prepare and use tools, equipment and material that are appropriate for the work safely and effectively
- P3 prepare the site prior to operation as instructed
- P4 maintain structures and surfaces in accordance with the instructions
- P5 carry out work in a manner which prevents damage to the surrounding area
- P6 leave the structure or surface in a safe and suitable condition
- P7 restore the site to a clean and tidy condition
- P8 clean and store tools and equipment correctly after use
- P9 deal with waste safely and correctly in accordance with instructions
- P10 report any problems to the correct person as soon as possible

**Knowledge and understanding**

**You need to know and understand:**

- K1 your responsibilities under current environmental and health and safety legislation, codes of practice and company policies
- K2 the types of tools, equipment and materials to use for different jobs
- K3 how to prepare and use tools and equipment in a safe and effective condition
- K4 how to prepare structures and surfaces for the different maintenance operations
- K5 why structures and surfaces need to be maintained
- K6 the potential problems which may arise if maintenance is not carried out
- K7 the correct way to carry out the different maintenance operations
- K8 what the result of effective maintenance operations should look like
- K9 why it is important to keep working areas clean and tidy
- K10 how and why you should clean tools
- K11 how to handle, transport and dispose of waste in accordance with legal and organisational requirements
- K12 the importance of restoring the site to a clean and tidy condition
- K13 the types of problems or difficulties which may occur and understanding what you need to do
- K14 how and why you should report problems, to whom and when

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## Glossary

Structures include walls and fences for example.

Surfaces include paths, roads and yards for example.

Maintenance of structures and surfaces could be rubbing down, painting, coating and cleaning.

Instructions can be verbal or written.

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Relevant occupations

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Suite Horticulture

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