

Unit IMPSO101 (J5N5 04) Carry out Hygiene Cleaning in Food and Drink Operations

I confirm that the evidence detailed in this unit is my own work.

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| **Candidate’s name** |  | **Candidate’s signature** |  | **Date** |
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I confirm that the candidate has achieved all the requirements of this unit.

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| **Assessor’s name** |  | **Assessor’s signature** |  | **Date** |
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| **Countersigning — Assessor’s name**  **(if applicable)** |  | **Countersigning — Assessor’s signature**  **(if applicable)** |  | **Date** |
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I confirm that the candidate’s sampled work meets the standards specified for this unit and may be presented for external verification.

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| **Internal verifier’s name** |  | **Internal verifier’s signature** |  | **Date** |
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| **Countersigning — Internal verifier’s name**  **(if applicable)** |  | **Countersigning — Internal verifier’s signature**  **(if applicable)** |  | **Date** |
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| **External Verifier’s initials and date (if sampled)** |  |

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| **Unit overview** |
| This standard is about the skills and knowledge needed for you to carry out hygiene cleaning in food and drink operations. |

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| **Sufficiency of evidence** |
| There must be sufficient evidence to ensure that the candidate can consistently achieve the required standard over a period of time in the workplace or approved realistic working environment. |

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| **Performance criteria** |
| **What you must do:** |
| There must be evidence for **all** Performance Criteria (PC). |
| 1. Confirm cleaning requirements against specification 2. Protect or clear the area of any raw materials or product 3. Use personal protective equipment in accordance with organisational requirements 4. Select and use specified cleaning solutions and equipment following company procedures 5. Check and prepare all equipment and machinery 6. Make sure the working area is in a safe state before starting cleaning and isolate where required 7. Carry out cleaning operations using cleaning solutions, materials and equipment in line with company procedures 8. Carry out the cleaning taking the necessary precautions to prevent the spread of contamination to other areas 9. Identify when faulty equipment, low stocks of cleaning agents or any other problems arise during cleaning and take action in accordance with organisational requirements 10. Leave plant, equipment and work areas fit for future use 11. Handle and store chemicals according to control of substances hazardous to health (coshh) and risk assessment requirements 12. Report any problems which arise during the cleaning and take action in accordance with organisational requirements 13. Carry out swabbing where required 14. Re-instate plant, equipment and work areas following cleaning 15. Return and store cleaning materials and equipment in accordance with organisational requirements 16. Return or dispose of personal protective equipment according to procedures 17. Identify and report any signs of contamination, damage or environmental concerns 18. Take actions within the limits of your authority 19. Maintain communication where required throughout 20. Dispose of waste and/or debris according to regulations and procedures 21. Complete all records within agreed timescales 22. Follow legal and regulatory requirements, organisational health and safety, hygiene and environmental standards or instructions |

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| **Evidence reference** | **Evidence description** | **Date** | **Performance criteria** | | | | | | | | | | | | | | | | | | | | | |
| **What you must do** | | | | | | | | | | | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** |
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| **Knowledge and understanding** | | **Evidence reference**  **and date** |
| **What you must know and understand** | |
| For those knowledge statements that relate to **how** the candidate should do something, the assessor may be able to infer that the candidate has the necessary knowledge from observing their performance or checking products of their work. In **all** other cases, evidence of the candidate’s knowledge and understanding must be gathered by alternative methods of assessment (eg oral or written questioning). | |
| 1 | The relevant legal and regulatory requirements, health and safety, hygiene and environmental standards and instructions and what may happen if they are not followed |  |
| 2 | Types and uses of cleaning materials |  |
| 3 | COSHH and risk assessment requirements and precautions to be taken when handling or storing cleaning materials |  |
| 4 | The cleaning materials used for particular surfaces and equipment |  |
| 5 | Why it is important to ensure correct dilution of cleaning materials |  |
| 6 | The consequences of not handling hazardous materials properly |  |
| 7 | The effects different cleaning methods and materials may have on the health and welfare of people and livestock, and how to minimise any harmful effect |  |
| 8 | Where to find cleaning instructions and schedules and how to use them and the risks of not following them |  |
| 9 | The purpose of personal protective equipment and clothing and the consequences if it is not used according to regulations and procedures |  |
| 10 | How to use guards and warning notices and the consequences of not doing so |  |
| 11 | Why following company standards for the sequence of cleaning is important |  |
| 12 | The frequency with which different items of equipment should be cleaned and maintained |  |
| 13 | The precautions to take to ensure that the product is not contaminated by cleaning materials |  |
| 14 | What actions to take if you find problems with plant and equipment |  |
| 15 | What actions to take if the cleaning cannot be completed within specified times |  |
| 16 | The need to achieve the required standard of cleanliness and what may happen if this is not done |  |
| 17 | The need to ensure the complete removal of cleaning materials and what may happen if this is not done |  |
| 18 | The need to identify and report any signs of contamination, damage or environmental concerns and what may happen if this is not done |  |
| 19 | The reasons for swabbing and what may happen if it is not carried out according to regulations and procedures |  |
| 20 | The correct waste disposal procedures and what may happen if they are not followed |  |
| 21 | How cleaning helps keep machinery in good working order |  |

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| **Knowledge and understanding** | | **Evidence reference**  **and date** |
| **What you must know and understand** | |
| For those knowledge statements that relate to **how** the candidate should do something, the assessor may be able to infer that the candidate has the necessary knowledge from observing their performance or checking products of their work. In **all** other cases, evidence of the candidate’s knowledge and understanding must be gathered by alternative methods of assessment (eg oral or written questioning). | |
| 22 | Emergency procedures for dealing with chemical spillages or contact with skin why it is important to re-instate plant, equipment and work areas and what may happen if this is not done |  |
| 23 | Why it is important to store or dispose of personal protective equipment and what may happen if this is not done |  |
| 24 | Why it is important to keep records and what might happen if this is not done |  |
| 25 | The importance of communication |  |

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# Supplementary evidence

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| **Evidence** | | **Date** |
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| **Assessor feedback on completion of the unit** |
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