Course Overview

Perform Basic Cleaning of Carpets

EVS-CGO-1004-1.1

Copyright 2013. Focus Learning Centre Pte Ltd. All rights reserved. This document is provided for the explicit use and guidance of learners of Perform basic cleaning of carpets programme with the Focus Learning Centre Pte Ltd. Any other use of this document or parts thereof, including reproduction, publication, distribution, transmission, re-transmission or public showing, or storage in a retrieval system in any form, electronic or otherwise, for purposes other than that expressly stated above without the express permission of WDA is strictly prohibited

1

OVERVIEW

Welcome

Welcome to the Perform Basic Cleaning of Carpets training programme. Let us bring you through a journey with different types of activities in a stress-free and respectful learning environment.

This is an elective unit for Certificate in Environmental Cleaning. It is aimed to improve the cleaning workforce's knowledge and skills to handle manual general/ daily cleaning of carpets. This is also aligned with the government's plan to upgrade the professionalism of the cleaning workforce.

Module Overview

Lesson 1

- Know the various types and characteristics of carpets
- Know proper grooming for work
- Know workplace safety and regulatory requirements relating to cleaning
- Know the types and proper uses of Personal Protective Equipment (PPE)
- Know industrial standards and practi
- ce relating to use of Personal Protective Equipment (PPE)
- Know basic first aid
- Follow organisational procedures for reporting discrepancies

Lesson 2

- Know performance standards for clean carpets
- Know the types of spillage, soilage, dust & debris
- Know the types & proper uses of cleaning tools, equipment, supplies & commonly used cleaning chemicals
- Know organisational procedures relating to preparation of cleaning agents

Lesson 3

- Know the types & proper uses of cleaning tools, equipment, supplies & commonly used cleaning chemicals for removing spillage and stains from carpets
- Know the common spillage removal and controlling methods for carpets

- Follow organisational procedures relating to removal of spillage & stains from carpets

Lesson 4

- Know the types & proper uses of cleaning tools, equipment & supplies for removing dust & debris from carpets
- Know the common dust & debris removal methods for carpets
- Follow organisational procedures relating to removal of loose dust and debris from carpets
- Know approximate time scale for dust and debris removal from carpets by area

Lesson 5

- Know the types of waste
- Know the types & proper uses of cleaning tools, equipment, supplies & commonly used cleaning chemicals for waste disposal
- Know the types of cleaning tools, equipment and supplies to be reinstated
- Know basic waste handling/ disposal methods
- Follow organisational procedures relating to reinstatement and disposal of waste from work area
- Know the approximate time scale for reinstatement of work area

Lesson 6

- Revision session – for learners to practice again