

# Cleaning

Level – L1

Type of Pack: Taster/Introduction



Name:

## INTRODUCTION

Hello...

This **Taster/introduction pack** contains a variety of theory activities similar to what you may experience on a cleaning course.

Within this pack there is an introduction to cleaning and health and safety. You may not be able to complete all of the questions, but do not worry, this is just a sample of the type of work that you will learn to complete whilst on the course.

All the information/activities/practice questions should be easy to follow. Where there are activities or questions, we would encourage you to have a go without looking at the answers first to see how you get on.

## CONTENTS – A Introduction to Professional Cleaning

- Why do we Clean
- PPE – Personal Protective Equipment
- Footwear for cleaning work
- Handwashing
- Colour coded cleaning system
- Manufacturer Instructions
- Control of Substances Hazardous to Health
- Chemical Competence, Safe Use and Care
- Health & Safety Hazard spotting

## An introduction to professional Cleaning

### Why do we clean?

#### A – Appearance

In order for things to look nice. Although cleaning dirt off surfaces can also help maintain the condition.

#### S – Safety

We clean spillages and debris (rubbish) away to prevent accidents.

#### H – Hygiene

The hidden side of cleaning that is the most important. The removal of germs, bacteria or viruses (known as pathogens) that are harmful to us.

### PPE - Personal Protective Equipment

Gloves should always be worn whilst cleaning



Goggles may be necessary whilst cleaning



These will be required on an industrial site



Wellington boots are sensible when doing wet work



Sensible and appropriate clothing

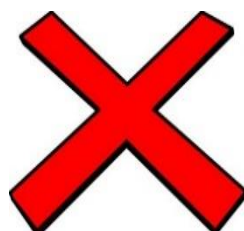


## Footwear for Cleaning Work

Health and safety law only require safety footwear to be worn where there is a real risk of injury.

However, it is not uncommon for employers to adopt a policy requiring the wearing of safety footwear at all times. It is helpful to establish this with your employer.

It may be that the risks are such that sensible shoes are a preferable alternative to requiring full PPE footwear to be worn for a full eight-hour shift.



### Note:

The operative word in personal protective equipment is: **PERSONAL**. Your employer may provide specific equipment that you have to wear. However, do not undertake cleaning tasks unless you feel you have the correct PPE to protect yourself.

## Activity - PEE

Select and circle the PPE you might wear for general wing cleaning tasks.



Now select and circle the appropriate PPE for bio-hazard cleaning.





## Handwashing

Always wash hands before and after work, this is for the protection of you and others. Efficient handwashing reduces the risk of contamination.

**Remember** to wash hands **with gloves on** in-between tasks.

### Activity - Handwashing

Try to put the images in order that you should wash your hands.



## Colour Coded System for Cleaning

Using a colour coded system for cleaning is recommended to prevent cross contamination. The industry accepted colour coding system is detailed below:

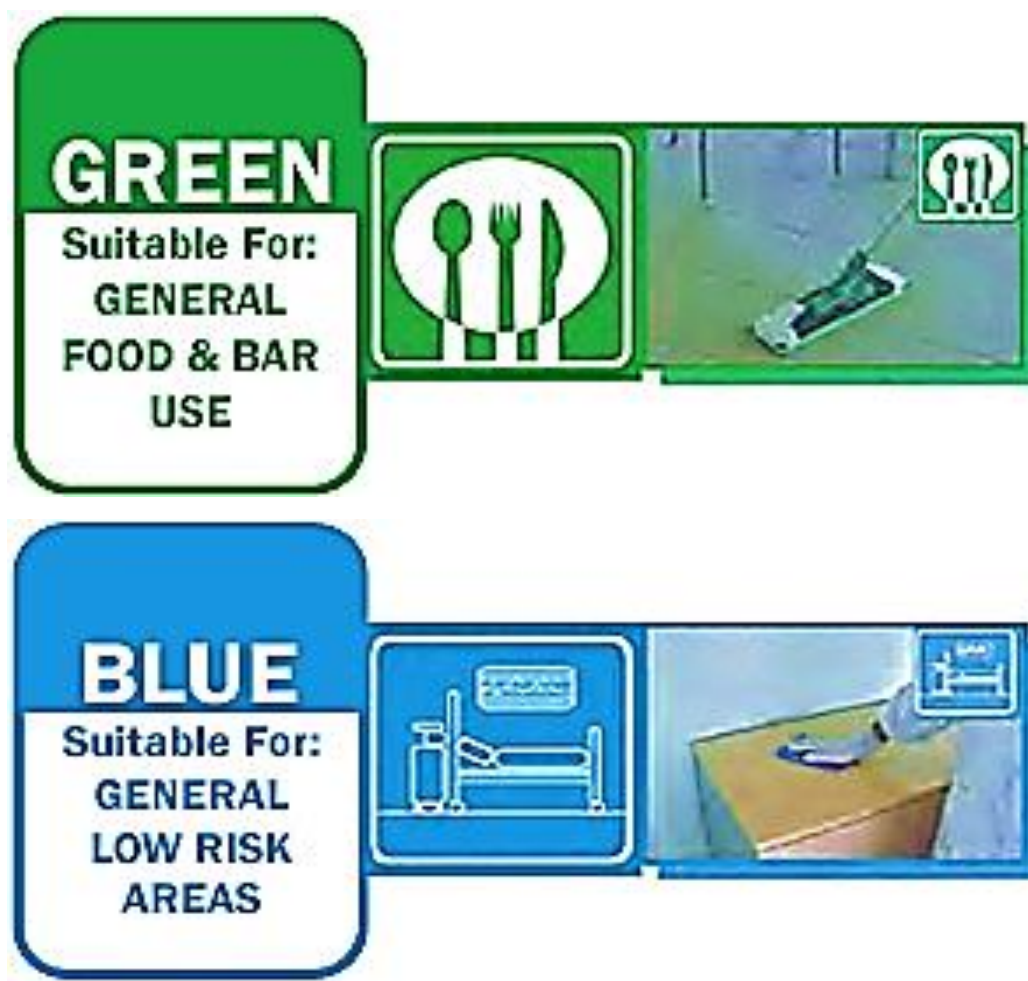
### Toilets and Urinals



### Sinks, Showers and Baths



## Kitchen and Food Preparation areas only



If the area requiring cleaning doesn't fall into one of the three **red**, **green** or **yellow** categories then it would be **blue** by default.

**Quiz – Which colour cloth would you use for each of the following:**

1. Cleaning a urinal .....
2. Washing handrails .....
3. Kitchen surfaces .....
4. Washroom sink .....
5. On a landing .....
6. Dining hall table .....
7. Toilet seat .....
8. Hand wash sink in a kitchen .....



## Manufacturer Instructions

Chemical companies invest a lot of time and money developing cleaning chemicals. It is essential to read the labels to make sure you are using a suitable agent for the task and to confirm the dilution ratio required.

# CATERSAN

## BACTERICIDAL CATERING DEGREASER

DYNAMIC CHEMICALS CATERSAN combines a concentrated alkaline detergent, surfactants and quat. Biological disinfectant to give a complex solution which cleans, deodorises and disinfects a wide range of kitchen surfaces for total sanitization.

**CATERSAN IS:**  
**SAFE**  
 Can be used on any washable surface and will not harm most metals, plastic, rubber, glass, ceramic or paint.


**EFFECTIVE**  
 Instantly dissolves grease and burnt oil from all surfaces without any scrubbing, emulsifies grease for easy rinsing. Bactericide is effective on both gram positive and gram negative bacteria.


**ECONOMICAL**  
 One cleaning process cleans and sanitises, quick acting formula reduces cleaning time. In use cost of less than 12p per sprayer, no wastage as product can be used cold or hot.

**EASY TO APPLY**  
 CATERSAN can be sprayed, mopped or wiped on. Avoid prolonged contact with polished aluminium surfaces. As with all chemicals do not take internally. Avoid contact with clothing, skin and eyes. Keep out of reach of children. Further safety info on COSHH Data Sheet.

**DIRECTIONS**  
 If hot water used double dilution.

Extractor heaters/Oven cleaner	5:1
Stainless canopies	10:1
Wall tiles	20:1
H.D. Floor cleaner/Surface cleaner &	
Aluminium canopies	30:1
Sanitising spray/Table tops	40:1
General mopping	80:1
Steam cleaning	200:1





[dynamic-chemicals.co.uk](http://dynamic-chemicals.co.uk)

## DYNAMIC CHEMICALS

Units 1-3, Teiglum Road, Milton Ind. Est.  
 Lesmahagow, Lanarkshire,  
 Scotland ML11 0JN  
 Tel: 01555 892929 Fax: 01555 894222

## Control of Substances Hazardous to Health

### C.O.S.H.H. – Control of Substances Hazardous to Health

These Regulations require employers to control the exposure to hazardous substances to prevent ill health. Hazardous substances include certain chemicals and any other substance which has comparable health effects.

### Material Safety Data Sheet (MSDS)

All MSDS should always have the numbered sections below, although manufacturers may use different templates. These are particularly important if there is an accident involving a chemical as the MSDS information can be passed onto the emergency services.

**The safety data sheet should be dated and contain the following headings:**

1. Identification of the substance/mixture and of the company/undertaking;
2. Hazards Identification
3. Composition/information on ingredients
4. First Aid Measures
5. Fire-fighting measures
6. Accidental release measures
7. Handling and storage
8. Exposure controls/personal protection
9. Physical and chemical properties
10. Stability and reactivity
11. Toxicological information
12. Ecological information
13. Disposal considerations
14. Transport information
15. Regulatory information
16. Other information

## **material safety data sheet (or MSDS)**

***a document that provides workers  
with procedures for safely  
handling or working with a  
particular substance***

## Questions - Chemical Competence Safe Use and Care



Corrosive



harmful to environment

Circle the answer you think is correct, then check your answers

### 1. Why should you wear PPE?

- We are told to
- It helps protect our bodies
- It looks professional
- It is a legal requirement

### 2. Why should the manufacturer's label should always be read before using a chemical agent?

- To find out where it is made
- In case we are tested on it
- To see how much, it costs
- To establish whether it is suitable for the task in hand

### 3. When should the manufacturer's dilution ratio be followed?

- Always
- Sometimes
- Never
- If we think it is correct

### 4. What is the main reason for not mixing chemicals?

- It is too expensive
- They can work against each other
- Mixing can create noxious gases
- It's alright to do it sometimes

**5. Why is it necessary to be careful when using chemicals?**

- To prevent injuries and accidents
- Not to waste the chemicals by spilling them
- It's expected
- It's professional

**6. Should the containers and equipment used with the chemicals be cleaned at the end of use?**

- If we have time
- No
- If they need it
- Yes

**7. Do the chemicals have to be stored in an appropriate locked cupboard?**

- Yes, it's tidy
- Yes, to prevent spillage, combustion or contamination
- Yes, it's establishment policy
- No, it's not compulsory

**8. Who is responsible for health and safety issues?**

- The employer
- The establishment
- The employee
- Everybody

## Health and Safety Hazard Spotting

See how many health and safety issues you can find on the picture below and circle them.







## Answers – PPE

Select and circle the PPE you might wear for general wing cleaning tasks.



Select and circle the PPE you might wear for cleaning bio hazards on the wing



## Answers - Handwashing



## Answers - Colour Coding

1. Cleaning a urinal ..... **RED** .....
  2. Washing handrails ..... **BLUE** .....
  3. Kitchen surfaces ..... **GREEN** .....
  4. Washroom sink ..... **YELLOW** .....
  5. On a landing ..... **BLUE** .....
  6. Dining hall table ..... **BLUE** .....
- If you said **GREEN**, think about what **GREEN** I noted this is used for **Food preparation only**.
- The dining hall is not a preparation area but a public area, so **BLUE**
7. Toilet seat ..... **RED** .....
  8. Hand wash sink in a kitchen ..... **YELLOW** .....

## Answers - Chemical Competence Safe Use and Care

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  - **It helps protect our bodies**
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- **Yes**

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