

# Open Awards Qualification Unit



This unit forms part of a regulated qualification.

## 1 Unit Details

Unit Title:	Keep Work Areas Clean in Logistics Operations
Unique Reference Number:	L/506/0253
Level:	Level 2
Credit Value:	3
Minimum GLH:	10

## 2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Know the requirements relating to the cleaning of work areas in logistics operations	1.1 Explain the relevant organisational policies and procedures for cleaning work areas in logistics operations, that relate to: (a) Health, safety and security (b) Environmental factors (c) Legal requirements (d) Operating requirements (e) Personal Protective Equipment (f) Personal health and hygiene standards (g) Replenishment (h) Waste disposal
	1.2 Describe different procedures to maintain cleanliness in different work areas.
	1.3 Explain the importance of keeping workplaces clean and tidy for health and safety purposes.
	1.4 Identify a minimum of 4 problems that can occur when maintaining cleanliness in work areas.
	1.5 Explain appropriate action when dealing with identified problems.
2. Be able to carry out correct cleaning procedures in logistics operations	2.1 Use Personal Protective Equipment correctly.

	2.2	Clean work areas thoroughly using the correct cleaning materials.
	2.3	Protect others in the work area from cleaning hazards during the cleaning process.
	2.4	Use the correct signage during the cleaning process.
	2.5	Follow operational procedures to ensure that other people are not inconvenienced during the cleaning process.
3. Be able to follow post cleaning procedures in logistics operations	3.1	Dispose of any waste in accordance with organisational procedures.
	3.2	Ensure any unused cleaning materials are stored correctly according to manufacturers instructions.
	3.3	Replenish used materials.