

Appendix 1 - Certificate II in Cleaning Operations CPP20611

To obtain a Certificate II in Cleaning Operations a candidate must complete 3 core units and 8 elective units. The units are cover in 6 online courses outlined in the following table:

#	BSCAA Course	Competency units covered in course
1	BSCAA Cleaning Induction Course	CPPCLO2033A Plan for safe and efficient cleaning activities (Core) CPPCLO2035A Maintain cleaning storage areas (Core) CPPCMN2002A Participate in workplace safety arrangements (Core)
2	Introduction to carpet cleaning - daily maintenance	CPPCCL2007A Perform basic stain removal (E-1) CPPCLO2004A Maintain carpeted floors (E-2)
3	Hard floor cleaning - daily maintenance	CPPCLO2001A Maintain hard floor surfaces (E-3)
4	Window cleaning	CPPCLO2009A Clean glass surfaces (E-4)
5	Office Cleaning	CPPCLO2015A Maintain furniture, fittings and room dressing (E-5) CPPCLO2017A Clean wet areas (E-6) CPPCLO2019A Sort and remove waste and recyclable materials (E-7)
6	Customer service in the cleaning industry	CPPCMN2003A Provide effective client service (E-8)
Additional Certificate II level courses available		
	Carpet cleaning restoration methods including hot water extraction	CPPCCL2001A Use hot water extraction CPPCCL2002A Use bonnet cleaning CPPCCL2003A Use dry foam shampoo
	Office Cleaning II	CPPCLO2010A Clean ceiling surfaces and fittings
	Pressure Washing and Graffiti Removal	CPPCLO2037A Clean external surfaces

Note: These online courses cover all the theoretical and practical components of each relevant competency unit. To obtain a Certificate II in Cleaning Operations each candidate must demonstrate their ability (skills) for perform each task to industry standards. This could be covered in a 1-day workshop. For people with more than 5 years' work experience in the cleaning industry evidence of skills could be obtained by supply evidence of completing these skills to required standards – this is called recognition of prior learning (RPL).

Certificate III in Cleaning Operations CPP31011

To obtain a Certificate III in Cleaning Operations a candidate must complete 3 core units and 8 elective units. The units are cover in 7 online courses (numbered 7-13) outlined in the following table:

#	BSCAA Course	Competency units covered in course
	BSCAA Cleaning Induction Course <i>Covered in Certificate II</i>	CPPCLO2033A Plan for safe and efficient cleaning activities (Core) CPPCLO2035A Maintain cleaning storage areas (Core) CPPCMN3003A Contribute to workplace safety arrangements (Core)
7	Support team leaders	CPPCLO3039A Support leadership in the workplace (Core)
8	Hard floor stripping and sealing	CPPCLO3002A Restore hard floor surfaces (E-1) CPPCLO3003A Replace a hard floor finish (E-2)
9	Office Cleaning II	CPPCLO3014A Maintain 'clean room' environments (E-3) CPPCLO3016A Wash furniture and fittings (E-4)
10	Pressure Washing and Graffiti Removal	CPPCLO3020A Clean using pressure washing (E-5)
11	Clean food-handling areas	CPPCLO3038A Clean food-handling areas (E-6)
12	Support a Green cleaning program	CPPCMN3001B Participate in environmentally sustainable work practices (E-7)
13	Infection control for cleaning	HLTIN301C Comply with infection control policies and procedures (E-8)
	Window cleaning <i>Covered in Certificate II</i>	CPPCLO3036A Clean at high levels (E-9)
Additional Certificate III level courses available		
	Providing on-the-job training	TAEDEL301A Provide work skill instruction <i>This course is available via correspondence</i>

Note: These online courses cover all the theoretical and practical components of each relevant competency unit. To obtain a Certificate III in Cleaning Operations each candidate must demonstrate their ability (skills) for perform each task to industry standards. This could be covered in a 1-day workshop. For people with more than 5 years' work experience in the cleaning industry evidence of skills could be obtained by supply evidence of completing these skills to required standards – this is called recognition of prior learning (RPL).