

Specification of Competency Standards
for the Fashion Industry
Unit of Competency

Functional Area - Laundry Services

Title	Maintain workplace environment and facilities
Code	110340L2
Range	Maintain laundry services workplace environment and facilities. This applies to individuals who are required to keep the laundry shop or workshop environment clean and hygienic and the facilities properly running so as to maintain the daily operation of the organisation.
Level	2
Credit	2
Competency	<p>Performance Requirements</p> <p>1. Knowledge in the subject area</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • understand the importance of a clean and hygienic workplace environment and properly running facilities • understand the measures and standards for maintaining workplace environment and facilities in the organisation • outline the routine maintenance works and associated matters of concern in relation to laundry services workplace environment and facilities (e.g. occupational safety and health guidelines) <p>2. Application and process</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • keep the cleanliness and hygiene of workplace environment in accordance with established arrangements and standards • carry out routine facility maintenance to ensure all facilities are properly running by following established business procedures • store items in the shop or workshop correctly so as to preserve work efficiency and prevent accidents • report to the related parties to arrange for follow-up in the events of facility failure <p>3. Exhibit professionalism</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • constantly keep the workplace environment clean and hygienic and the facilities smoothly running
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to accomplish:</p> <ul style="list-style-type: none"> • Keeping the laundry shop or workshop environment clean and hygienic and the facilities properly running by following established business procedures so as to maintain the daily operation of the organisation.
Remark	