



THE
LEARNING
DEVELOPMENT
GROUP

Introduction

This accredited short programme is Unit Standard aligned and aimed at individuals who manage maintenance schedules, monitor preventative maintenance procedures and agreements and prepare maintenance reports.

The practical programme focuses on providing technical skills to those working with cleaning maintenance schedules and supervising procedures according to recognised operating protocols.

It covers maintenance schedules, equipment, warranties, preventative maintenance and the reasons why maintenance programmes are essential to cleaning services. Delegates will learn how the environment and the frequency of use of equipment affects the choice of maintenance programme. This Unit Standard can be used to articulate into qualifications in cleaning services.

Target Audience

This short programme is aimed those managing equipment maintenance and scheduling in the cleaning industry. Any supervisor who monitors equipment within commercial, domestic, textile, healthcare, food handling and industrial environments, will benefit from this programme.

Entry Requirements

- Competence in Communication (English) at NQF Level 2.
- Basic knowledge of cleaning operating principles and equipment.
- Detailed knowledge of OHS Act regulations.

Additional Requirements

- You will need access to appropriate workplace activities.
- Access to a workplace mentor.
- Access to a PC, software and the internet for online course delivery where applicable.

Health, Safety & Hygiene

Implement Cleaning Maintenance Processes

SERVICES SETA Statement of Results

US ID:	110461
NQF Level:	3
Credits:	8

Course Delivery & Assessment

We use in-classroom, virtual classroom and blended interactive, facilitated training, group discussions and practical exercises to embed skills.

You will need to:

- Attend all scheduled sessions.
- Demonstrate theoretical and practical understanding of course content.
- Complete and present practical assignments.
- Participate in group activities and discussions.
- Compile and submit a Portfolio of Evidence (PoE).

To receive your Statement of Results, Implement the Maintenance of Equipment in the Cleaning Industry, you will need to compile, submit and be found competent on a Portfolio of Evidence (PoE).

Learning Outcomes

By the end of the short programme, you will be able to:

- Interpret maintenance schedules and procedures and explain why they are important.
- Identify different types of mechanical and electronic equipment used in cleaning such as vacuum cleaners, mechanical sweepers, carpet cleaners, high pressure washers and window cleaning equipment.
- Explain a warrantee.
- Evaluate, choose, monitor and record all aspects of preventative maintenance procedures.
- Check that mechanical and electronic components are in working order.
- Monitor external maintenance agreements.
- Prepare maintenance reports.
- Monitor equipment maintenance costs.





info@ldgroup.co.za



+27 086 022 7337



www.ldgroup.co.za

Course Content

Implement the Maintenance of Equipment in the Cleaning Industry

Accreditation Body: **SERVICES SETA**

| SAQA ID: 110461 | Learning Programme ID: NA
| NQF Level: 3 | Credits : 8

Module 1: Interpret Maintenance Schedules

- Identify equipment to be maintained, explain applicable warranties and select relevant maintenance schedules
- Define preventative maintenance schedules and external maintenance agreements
- Summarise the procedures to follow according to preventative maintenance procedures and external maintenance agreements
- Explain the reason for having a maintenance programme

Module 2: Monitor Preventative Maintenance Procedures

- Choose an appropriate maintenance schedule based on evaluating the environment and the frequency of use
- Explain the circumstances in which adjustments are necessary to routine maintenance schedules
- Define the category of maintenance check and the reason for having a maintenance programme
- Check that mechanical, electrical and electronic components are working and explain what could happen if they are not and the procedures to follow
- Identify the level at which equipment consumables need to be changed or replenished and why they need to be changed at stipulated times
- Record the findings of a maintenance check

Module 3: Monitor External Maintenance Agreements

- Choose the appropriate maintenance schedule for the type of equipment
- Identify the last maintenance check and the maintenance frequencies according to the operations manual and explain why frequencies must be adhered to
- Monitor implementing an external maintenance agreement
- Explain the role of sub-contractors in maintenance agreements
- Explain the procedures to follow if equipment is out of order

Module 4: Prepare Maintenance Reports

- Explain the purpose of and the way reporting is required by management, who reports should be addressed to and how often they are required according to set procedures
- Prepare maintenance reports and analyse, summarise and suggest solutions to faults and problems

Module 5: Monitor Equipment Maintenance Costs

- Monitor an equipment maintenance budget and explain why monitoring is necessary.
- Indicate the factors that contribute to increased maintenance costs

Our Accredited Organisations



FACULTY
TRAINING
INSTITUTE



Siyangqoba



Siyaya[®]
SKILLS INSTITUTE



PROSERV
SOUTH AFRICA



MBAT
DEVELOP - EMPOWER - GROW

