
Overview

This standard is about maintaining the cleanliness of equipment in logistics operations. This does not mean undertaking maintenance; this will be the responsibility of maintenance engineers or external contractors. It covers using tools and materials to clean equipment and leaving it in a safe and clean condition.

This standard is relevant to all operatives at every level in logistics operations. Operatives could, for example, be working in warehousing and storage, transport, or freight forwarding.

Performance criteria

You must be able to:

1. confirm the **equipment** used for logistics operations is made safe before cleaning
2. use suitable **Personal Protective Equipment (PPE)**, tools and materials ***to maintain the cleanliness of the *equipment** in logistics operations
3. select and use the approved cleaning tools and materials, as specified in the manufacturer's instructions
4. undertake the correct cleaning routines according to the manufacturer's instructions and organisational procedures
5. implement safety precautions to protect people in the work areas from cleaning hazards during cleaning procedures
6. minimise inconvenience to other people in the work areas when cleaning
7. dispose of waste in accordance with organisational procedures
8. return tools and unused cleaning materials to the correct storage area
9. confirm that the **equipment** used for logistics operations is in a useable and safe condition after cleaning
10. identify and respond to problems with the **equipment** used for logistics operations
11. maintain records of the work carried out, in accordance with organisational procedures
12. comply with organisational procedures and the relevant environmental, **legal, safety and operating requirements** for cleaning **equipment **

Knowledge and understanding

You need to know and understand:

1. how to confirm that the **equipment** used for logistics operations is safe for cleaning and fit for purpose
2. how to maintain the cleanliness of the **equipment** used for logistics operations
3. the **Personal Protective Equipment (PPE)**, tools and materials that should be used when cleaning **equipment** in logistics operations and where to locate them
4. the relevant manufacturer's instructions and organisational requirements that apply to the tools and cleaning materials used to maintain equipment in logistics operations
5. the cleaning routines, tools and materials required for specific items of **equipment**, **as specified by the manufacturer's instructions and organisational procedures
6. the stock replenishment procedures for cleaning materials
7. the types of problems that may arise when cleaning **equipment** and how to respond to these
8. the roles and responsibilities of **colleagues involved in cleaning equipment**
9. the organisational procedures for the disposal of cleaning materials and other waste
10. the recording systems used by the organisation and the requirements for maintaining records
11. the relevant organisational procedures and environmental, **legal, safety and operating requirements** relating to cleaning **equipment** in logistics operations

Glossary

1. **Cleaning materials:** hazardous, corrosive, poisonous, explosive

2.

Equipment: tools, implements, machinery, lifts, conveyors, cranes, shelving and racking systems

3.

Personal Protective Equipment (PPE): high-visibility vests, hard hats, eye protection, gloves, boots

4.

Colleagues: permanent, temporary, agency staff, external, line manager, supervisor, customer/clients

5.

Environmental, legal, safety and operating requirements: safety regulations, codes of practice, load restrictions, working-time regulations, transport regulations

SFLWS16L

Maintain the cleanliness of equipment in logistics operations LEGACY



Developed by	Lantra
Version Number	2
Date Approved	30 Mar 2022
Indicative Review Date	30 Mar 2027
Validity	Legacy
Status	Original
Originating Organisation	Lantra
Original URN	SFLWS16
Relevant Occupations	Elementary Goods Storage Occupations, Goods Handling and Storage occupations, Managers in Distribution, Storage and Retailing, Retailing and Wholesaling, Warehouse and Distribution
Suite	Warehousing and Storage
Keywords	maintenance; cleanliness; equipment
