**QUALIFICATION DETAILS**

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| **Qualification number/Te nama o te tohu mātauranga** | 3025 |
| **English title/Taitara Ingarihi** | New Zealand Certificate in Cleaning (Level 3) with optional strands in Specialist Cleaning, and Supervision |
| **Māori title/Taitara Māori** |  |
| **Version number/Te putanga** | 3 | **Qualification type/Te momo tohu** | Certificate |
| **Level/Te kaupae** | 3 | **Credits/Ngā whiwhinga** | 45-55 |
| **NZSCED/Whakaraupapa** | 039909 Engineering and Related Technologies>Other Engineering and Related Technologies>Cleaning |
| **Qualification developer/Te kaihanga tohu** | Ringa Hora Services Workforce Development Council |
| **Review Date /Te rā arotake**  | 28/02/2030 |

**OUTCOME STATEMENT/TE TAUĀKI Ā-HUA**

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| **Strategic Purpose statement/ Te rautaki o te tohu** |
| The purpose of this qualification is to provide the cleaning industry with graduates who are able to deliver, guide and promote safe and high-quality cleaning services of both a generalist and specialist nature. This qualification is intended for people who have basic knowledge, skills and experience in the cleaning sector and seek recognition for being able to work knowledgeably, safely and with limited supervision. It provides graduates with the additional knowledge and skills needed to assume increased responsibilities and independence in the performance of cleaning tasks.The Specialist Cleaning and Supervision optional strands build on the core skills and knowledge to recognise the skills required for carrying out specialised cleaning processes, and for supervising a team of cleaners, respectively. |

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| **Graduate Profile/Ngā hua o te tohu** |
| Graduates of this qualification will be able to:Apply knowledge of cleaning products, equipment and current methodologies to carry out cleaning duties autonomously, to the standard required and within the agreed time-frames.Apply knowledge of health and safety legislative requirements when responding to risks for themselves and others in the workplace, and for the general public, when working as a cleaner.Communicate clearly within own organisation and with clients in accordance with organisational requirements when working as a cleaner.Graduates of the Specialist Cleaning strand will also be able to:Apply knowledge of specialised cleaning operations and organisational processes to carry out cleaning duties related to that specialisation.Graduates of the Supervision strand will also be able to:Apply knowledge of organisational policies and procedures to supervise a team of cleaners. |

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| **Education Pathway/ Ngā huarahi mātauranga** |
| This qualification builds on the New Zealand Certificate in Cleaning (Level 2) with optional strand in Health Care Facilities Cleaning [Ref: 2316] and may lead to other education opportunities in a specialist cleaning context, or further study in leadership or management. |

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| **Employment, Cultural, Community Pathway/ Ko ngā huarahi ā-mahi, ā-ahurea, ā-whānau, ā-hapū, ā-iwi, ā-hapori anō hoki**  |
| This qualification will assist people already working in the cleaning industry to take on a self-directed or senior role within a team, or to take on a specialised cleaning role. This could include working as a cleaning supervisor, a carpet cleaning technician, a trauma scene cleaner/technician, a domestic (residential) cleaner, or as a senior cleaner/technician. |

**QUALIFICATION SPECIFICATIONS/ NGĀ TAUWHĀITITANGA O TE TOHU**

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| Qualification Award/ Te whakawhiwhinga o te tohu | This qualification may be awarded by any education organisation with an approved programme or accreditation to deliver an approved programme. |
| Evidence requirements for assuring consistency/ Ngā taunaki hei whakaū i te tauritenga  | Evidence may include the following: ⦁ analysis of employer and graduate surveys⦁ analysis of a range of workplace evidence⦁ evidence of effective internal and external quality assurance systems. |
| Minimum standard of achievement and standards for grade endorsements/ Te pae o raro e tutuki ai, ngā paerewa hoki hei whakaatu i te taumata o te whakatutukinga | Achieved |
| Other requirements for the qualification (including regulatory body or legislative requirements)/ Kō ētahi atu here o te tohu (tae atu hoki ki ngā here ā-hinonga whakamarumaru, ki ngā here ā-ture rānei) | N/A |
| General conditions for programme/ Ngā tikanga whānui o te hōtaka  | Programme delivery and assessment should accord with the principles of industry best practice, and contemporary standards and guidelines. Programmes must include practical learning delivered under the supervision of a relevant qualified specialist. Programme assessment of practical outcomes must demonstrate the integration of theory and practice. Programme assessment of practical outcomes must occur in an appropriate practical environment. Specialised cleaning operations may include but are not limited to: infection control and contamination prevention; rehabilitation of water-affected carpet; maintenance and restoration of hard floor surfaces; food-safe cleaning practices; cleaning and restoration in high-risk environments. Please refer to the following link for sector guidance on developing programmes that lead to this qualification: <https://www.careerforce.org.nz/programme-developer-information/>.Providers are advised to refer to the Ringa Hora Services Workforce Development Council [Programme endorsement](https://www.ringahora.nz/for-providers-including-schools/programme-endorsement/%22%20%5Co%20%22https%3A//www.ringahora.nz/for-providers-including-schools/programme-endorsement/%22%20%5Ct%20%22_blank) considerations:* Ngā Whakamārama - Programme content
* Mana ōrite mō te hunga ako - Equity for learners
* Torotoronga me te kimi whakaaro - Programme engagement and consultation
* Te ao Māori
* Te akoako me ngā reo o Te Moana-nui-a-Kiwa - Pacific languages and learners
* Tangata Whaikaha - Disabled people

Further information is available from NZQA on Programme approval and provider accreditation |

**CONDITIONS RELATING TO THE GRADUATE PROFILE /NGĀ TIKANGA E HĀNGAI ANA KI NGA HUA O TE TOHU**

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| **Qualification outcomes/ Ngā hua** | **Credits/Ngā whiwhinga** | **Conditions/Ngā tikanga** |
| 1. | Apply knowledge of cleaning products, equipment and current methodologies to carry out cleaning duties autonomously, to the standard required and within the agreed time-frames. | 30 credits | It is expected that programmes will include:- Working independently- Identifying and removing common stains- Waste and recycling disposaland may include:- Applying general knowledge of infection control- Cleaning carpets- Cleaning hard floors- Other specialisations |
| 2. | Apply knowledge of health and safety legislative requirements when responding to risks for themselves and others in the workplace, and for the general public, when working as a cleaner. | 10 credits | It is expected that programmes will include:- Hazard identification- Electrical equipment safety- Cleaning product safety- Incident reporting |
| 3. | Communicate clearly within own organisation and with clients in accordance with organisational requirements when working as a cleaner. | 5 credits | It is expected that programmes will include:- Being part of a team or group- Contributing as part of a team- Evaluation and reporting- Cultural safety |
|  | Optional Strand - Specialist Cleaning |
| 4. | Apply knowledge of specialised cleaning operations and organisational processes to carry out cleaning duties related to that specialism. | 10 credits | Specialisms may include:- Contagion and specialised infection control- Cleaning in a food production facility- Cleaning in high-risk environments- Cleaning carpets and textiles- Cleaning hard floor surfaces- Cleaning high traffic specialist cleaning (e.g. medical centres, ECE centres, schools)- Glass and window cleaning (not at heights) |
|  | Optional Strand - Supervision |
| 5. | Apply knowledge of organisational policies and procedures to supervise a team of cleaners. | 10 credits | It is expected that programmes will include:- Supervising a team of cleaners |

**TRANSITION INFORMATION/ HE KŌRERO WHAKAWHITI**

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| Replacement information/ He kōrero mō te whakakapi  | This qualification replaced the following qualifications: National Certificate in Cleaning and Caretaking (Level 3) [Ref: 0754] National Certificate in Cleaning and Caretaking (Supervisor) (Level 3) [Ref: 1115] National Certificate in Carpet and Textile Cleaning with optional strands in Carpet Colour Restoration, Restoring Water Affected Carpet, and Establishing a Carpet Maintenance Schedule (Level 3) [Ref: 1107] National Certificate in Cleaning and Caretaking (Level 4) [Ref: 0755] These have been discontinued. |
| Additional transition information/ Kō ētahi atu kōrero mō te whakakapi | Version InformationPlease refer to [Qualifications and Assessment Standards Approvals](https://www.nzqa.govt.nz/framework/updates/summaries.do) for further information.Version 2 of this qualification was published in February 2020.The last date for assessments to take place for version 2 of this qualification is 31 December 2026.People currently enrolled in programmes leading to version 2 of this qualification may either complete the requirements by 31 December 2026 or transfer to version 3 of the qualification.It is not intended that any existing candidates be disadvantaged by these transition agreements; however, anyone who feels that they have been disadvantaged may appeal to: Ringa Hora Services Workforce Development CouncilPO Box 445WellingtonNew ZealandPhone:  04 909 0306Email:  qualifications@ringahora.nz Website: [www.ringahora.nz](http://www.ringahora.nz) |