



REPUBLIC OF KENYA
COMPETENCY-BASED MODULAR CURRICULUM
FOR
ACCOMMODATION OPERATIONS
KNQF LEVEL 4
CYCLE 3
PROGRAMME ISCED CODE: 1013 354A



TVET CDACC
P.O BOX 15745-00100
NAIROBI

HOUSEKEEPING INTERIOR DECORATIONS

ISCED UNIT CODE: 1013 351 04MA

TVET CDACC UNIT CODE: HOS/CU/ACO/CR/04/4/MA

DURATION OF UNIT: 80 hours

This unit addresses the unit of competency: **Perform Housekeeping Interior Decorations**

Unit Description

This unit describes competencies required to perform establishment skirting and towel folding, make surface draping's and make floral arrangements.

Summary of Learning Outcomes

S/No	Learning Outcomes	Duration (Hours)
1.	Perform establishment skirting and towel folding.	30
2.	Make surface drapings.	25
3.	Make floral arrangements	25
Total		80

Learning Outcomes, Content and Methods of Assessment

Learning Outcome	Content	Methods of Assessment
1. Perform establishment skirting and towel folding	<p>1.1 Introduction</p> <ul style="list-style-type: none">• Definition of terms• Importance of skirting and towel folding. <p>1.2 Hygiene, safety and control in housekeeping</p> <ul style="list-style-type: none">• Hygiene measures• Safety and security measures• Materials control <p>1.3 Previous preparations tasks.</p> <ul style="list-style-type: none">• Collecting equipment and	<ul style="list-style-type: none">• Practical assessment• Project• Portfolio of evidence• Third party report• Simulation• Written tests• Oral questioning

Learning Outcome	Content	Methods of Assessment
	<p>materials</p> <ul style="list-style-type: none"> • Ventilating the room/ public area • Assembling equipment and materials • Labelling of equipment and materials <p>1.4 Types of establishment facility.</p> <ul style="list-style-type: none"> • Guest rooms • Conference halls • Lounges • Offices • Corridors • Sanitary areas • Stair case <p>1.5 Fabric skirting décor</p> <ul style="list-style-type: none"> • Types of fabric skirting • Skirting techniques • Creative skirting <p>1.6 Towel folds</p> <ul style="list-style-type: none"> • Types of towel folds • Towel sizes and folding variations • Commercial /retail folding standards • Origami or decorative towel folding. <p>1.7 Cleaning</p> <p>1.7.1 Definition of terms.</p> <ul style="list-style-type: none"> • Cleaning • Dust • Dirt. • Sanitation. • Disinfection. • Maintenance • Vacuuming. <p>1.7.2 Cleaning equipment and</p>	

Learning Outcome	Content	Methods of Assessment
	<p>materials.</p> <ul style="list-style-type: none"> • Identification of equipment and materials. • Use, care and maintenance • Cleaning agents • Identification. • Use and storage. <p>1.8 Interior decoration.</p> <ul style="list-style-type: none"> • Definition. • Principles of interior decoration. • A theme and a plan. <p>1.9 Theme interpretation.</p> <ul style="list-style-type: none"> • Cultural or heritage theme. • Nature or eco-friendly theme. • Luxury or opulence theme. • Modern or minimalist theme. • Vintage or retro theme. • Adventure or sports theme. • Wellness or spa theme. • Seasonal or festive theme. <p>1.10 Post cleaning tasks</p> <ul style="list-style-type: none"> • Types of waste • Methods of waste disposal • Cleaning of tools and equipment • Restocking of supplies and amenities • Inspection of equipment • Storage of equipment and materials 	
2. Make surface draping's.	<p>2.1 Types of draping's</p> <ul style="list-style-type: none"> • Towel draping • Medical surgical draping • Artistic/geography draping 	<ul style="list-style-type: none"> • Practical assessment • Project • Portfolio of evidence

Learning Outcome	Content	Methods of Assessment
	<p>2.3 Draping techniques</p> <ul style="list-style-type: none"> • Fashion draping • Interior and home decorations • Event and wedding draping • Photography and styling draping <p>2.4 Fabric knowledge</p> <ul style="list-style-type: none"> • Types of fabric • Structure fabric • Flowy fabric • Stretchy fabric <p>2.5 basic draping techniques</p> <ul style="list-style-type: none"> • pleating and folding • gathering and ruffling • layering and cascading • twisting and knotting <p>2.6 Post cleaning tasks</p> <ul style="list-style-type: none"> • Types of waste • Methods of waste disposal • Cleaning of tools and equipment • Restocking of supplies and amenities • Inspection of equipment • Storage of equipment 	<ul style="list-style-type: none"> • Third party report • Simulation • Written tests • Oral questioning
3. Make floral arrangements	<p>3.1 Introduction</p> <ul style="list-style-type: none"> • Definition • Principles of floral arrangements • Basic floral arrangement shapes <p>3.2 Equipment used in floral arrangements</p> <ul style="list-style-type: none"> • Personal protective equipment <ul style="list-style-type: none"> ➤ Industrial gloves 	<ul style="list-style-type: none"> • Practical assessment • Project • Portfolio of evidence • Third party report • Simulation • Written tests • Oral questioning

Learning Outcome	Content	Methods of Assessment
	<ul style="list-style-type: none"> ➤ Face Masks ➤ Safety glasses ➤ Gum boots ➤ Overalls • Floral scissors • Floral knife • Flower vase/pot • Wire Mesh <p>3.3 Materials used in floral arrangements</p> <ul style="list-style-type: none"> • Oasis/foam • Fresh flowers • water • Artificial flowers • Decorative accessories <p>1.4 Treatment of flowers</p> <ul style="list-style-type: none"> • Conditioning. • Hardening. • Water treatment. • Stem cutting. • Temperature control. <p>1.5 Methods of flower preservation</p> <ul style="list-style-type: none"> • Air drying. • Pressing. • Silica gel drying. • Glycerine preservation. • Refrigeration. • Chemical preservation. <p>1.6 Care and maintenance of potted plants</p>	

Suggested Methods of Instruction

- Practical
- Projects
- Demonstration
- Group discussion
- Facilitator lead instructions

RECOMMENDED RESOURCES FOR 25 TRAINEES

S/No.	Category/Item	Description/Specifications	Quantity	Recommended Ratio (Item: Trainee)
A	Learning Materials			
	Textbooks	3) Hotel housekeeping management and operations, Andrews 4) The professional housekeeper, Madelin Schneider	1	1:25
	Projector	Functional projector for displaying content during presentations	1	1:25
	Lap top	Functional laptop with online instructional content	1	1:25
	Flip charts	Plain white	1	1:25
	White board markers	Assorted	1	1:25
	White board	Quality whiteboard of approximately 6 ft by 3 ft for writing during theory instruction	1	1:25
B	LEARNING FACILITIES & INFRASTRUCTURE			
	Lecture/Theory Room	Spacious room with seats for 25 trainees.	1	1:25
	Workshop	A fully equipped operational guest house.	1	1:25
C	LARGE HOUSEKEEPING EQUIPMENT			
	Vacuum cleaner		1	1:25
	Furniture	Assorted	5	1:25
	Floor scrubber and polisher		1	1:25
D	CLEANING AGENTS AND MATERIALS			
	Liquid Detergent	Multi-purpose	3liters	1:8
	Dustbin liner	50pcs per packet	1	1:25
	Disinfectant	Multi-purpose set free	3 litres	1:8
	Air freshener	Multi-purpose set free	3 litres	1:8
	Wood polish	Multi-purpose set free	2 litres	1:13

S/No.	Category/Item	Description/Specifications	Quantity	Recommended Ratio (Item: Trainee)
	Metal polish	Multi-purpose set free	2 litres	1:25
	Bleach	Multi-purpose	2 litres	1:13
	Scouring powder	Multi-purpose set free	2 litres	1:25
	Toilet cleanser		3 litres	1:8
	Bar soap	Scent-free 1kg bar	1	1:25
	Scoring pads	Assorted sizes	10	1:2.5
	Steel wool	Assorted sizes	10	1:2.5
	Rubber gloves	Assorted sizes	10 pairs	1:3
	Window cleaners	1-litre bottles	5	1:5
	Yellow dusters	Non fluffy	25	1:1
E	CLEANING EQUIPMENT			
	Cob web brush	With handles	2	1:12.5
	Soft brushes	Soft with a handle and without	2	1:12.5
	Dustpans and brushes	A set	2	1:12.5
	Mops	Both dry and wet	5	1:5
	Mop buckets	Assorted materials/sizes	5	1:5
	Toilet brushes and holders	With handles	5	1:5
	Hard brushes	With handle and without.	5	1:5
	Buckets	Assorted sizes	10	1:3
	Squeezers	With handles	2	1:13
F	SAFETY EQUIPMENT			
	Fire extinguishers	Assorted types	3	1:8
	Fire blankets	Standard size	2	1:3
	First aid kit	Complete set	1	1:25
	PPEs			
G	WASTE DISPOSAL EQUIPMENT.			
	Dustbins	Large with lids	4	1.6
	Dustbin liners	50 pcs per packet	1	1.25