



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



TVET CDACC  
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NAIROBI

## **LAUNDRY OPERATIONS**

**ISCED UNITCODE: 1013 351 02MA**

**TVET CDACC UNIT CODE: HOS/CU/ACO/CR/02/4/MA**

**DURATION OF UNIT: 160 hours**

### **Relationship to Occupational Standards**

This unit addresses the unit of competency: **Perform laundry operations.**

### **Unit Description**

This unit describes competencies required to launder articles and fabrics, dry clean articles and fabrics, finish articles and fabrics, and perform linen control.

### **Summary of Learning Outcomes**

<b>S/No</b>	<b>Learning Outcomes</b>	<b>Duration (Hours)</b>
1.	Launder articles and fabrics	<b>60</b>
2.	Dry clean articles and fabrics	<b>30</b>
3.	Finish articles and fabrics	<b>40</b>
4.	Perform linen control operations	<b>30</b>
<b>Total</b>		<b>160</b>

### **Learning Outcomes, Content, and Suggested Assessment Methods**

<b>Learning Outcome</b>	<b>Content</b>	<b>Suggested Assessment Methods</b>
1. Launder articles and fabrics	<p>1.1 Introduction</p> <ul style="list-style-type: none"><li>• Definition of terms</li><li>• importance of laundry</li><li>• laundry layout</li></ul> <p>1.2 Hygiene and safety in laundry operations</p> <ul style="list-style-type: none"><li>• Hygiene measures</li><li>• Safety and security measures</li><li>• Control measures</li><li>• Energy and fuel conservation</li><li>• Materials control</li><li>• Pests and rodent's control</li></ul> <p>1.3 Laundry systems</p> <ul style="list-style-type: none"><li>• On-site laundry</li><li>• Off-site laundry</li><li>• Linen hire</li><li>• Contract laundry services</li></ul>	<ul style="list-style-type: none"><li>• Practical assessment</li><li>• Project</li><li>• Portfolio of evidence</li><li>• Third party report</li><li>• Written tests</li><li>• Oral questioning</li></ul>

Learning Outcome	Content	Suggested Assessment Methods
	<p>1.4 Laundry staff organization</p> <ul style="list-style-type: none"> <li>• Laundry manager.</li> <li>• Laundry supervisor.</li> <li>• Laundry attendants.</li> </ul> <p>1.5 Laundry tools and equipment</p> <ul style="list-style-type: none"> <li>• Classification of laundry tools and equipment</li> <li>• Special treatment equipment.</li> <li>• Use, care and maintenance of laundry tools and equipment</li> </ul> <p>1.6 Laundry agents</p> <ul style="list-style-type: none"> <li>• Classification of laundry agents</li> <li>• Properties of laundry agents</li> <li>• Preparation, use and storage of laundry agents</li> </ul> <p>1.7 Laundry care symbols</p> <ul style="list-style-type: none"> <li>• Washing</li> <li>• Drying</li> <li>• Finishing</li> </ul> <p>1.8 Fibres and fabrics</p> <ul style="list-style-type: none"> <li>• Definition of terms</li> <li>• Classification of textile fibres</li> <li>• Types of fabrics</li> <li>• Properties of textile fibres</li> <li>• Fabric finishes</li> </ul> <p>1.9 Previous preparation tasks</p> <ul style="list-style-type: none"> <li>• Donning personal protective equipment</li> <li>• Collection of equipment and materials</li> <li>• Assembling equipment and materials</li> <li>• Labelling equipment and materials</li> <li>• Airing the laundry area</li> </ul> <p>1.10 Pre-laundry tasks</p> <ul style="list-style-type: none"> <li>• Receiving</li> <li>• Recording</li> <li>• Sorting</li> </ul>	

Learning Outcome	Content	Suggested Assessment Methods
	<p>1.11 Laundry tasks</p> <ul style="list-style-type: none"> <li>• Mending</li> <li>• Soaking</li> <li>• sorting</li> <li>• stain removal</li> <li>• washing</li> </ul> <p>1.12 Procedure of laundering different fabrics</p> <ul style="list-style-type: none"> <li>• Cotton</li> <li>• Polyester</li> <li>• Silk</li> <li>• Wool</li> <li>• Acrylic</li> <li>• Rayon</li> <li>• Denim khaki</li> <li>• Linen</li> </ul> <p>1.13 Special treatment processes.</p> <ul style="list-style-type: none"> <li>• Starching</li> <li>• Disinfecting</li> <li>• Dyeing</li> <li>• Bluing</li> <li>• Sterilizing</li> </ul> <p>1.14 Drying methods</p> <ul style="list-style-type: none"> <li>• Flat</li> <li>• Drip</li> <li>• Spin</li> <li>• Tumble dry</li> </ul>	
2. Dry clean articles and fabrics	<p>2.1 Definition of terms</p> <p>2.2 Dry-cleaning agents</p> <p>2.3 Dry-cleaning process</p> <p>2.4 Pre-treatment tasks</p> <ul style="list-style-type: none"> <li>• Sorting laundry</li> <li>• Inspecting cloth</li> <li>• Stain removal</li> <li>• Spotting and sponging</li> </ul> <p>2.5 Safety precautions in dry cleaning</p> <p>2.6 Waste disposal</p>	<ul style="list-style-type: none"> <li>• Practical assessment</li> <li>• Project</li> <li>• Portfolio of evidence</li> <li>• Third party report</li> <li>• Written tests</li> <li>• Oral questioning</li> </ul>
3. Finish articles and fabrics	<p>3.1 Definition of terms</p> <ul style="list-style-type: none"> <li>• Finishing</li> <li>• Ironing</li> <li>• Pressing</li> </ul>	<ul style="list-style-type: none"> <li>• Practical assessment</li> <li>• Project</li> <li>• Portfolio of evidence</li> <li>• Third party report</li> </ul>

Learning Outcome	Content	Suggested Assessment Methods
	<ul style="list-style-type: none"> <li>• Steaming</li> <li>• Foaming</li> </ul> <p>3.2 Methods of finishing</p> <ul style="list-style-type: none"> <li>• Ironing</li> <li>• Pressing</li> <li>• Chemical finishing</li> </ul> <p>3.3 Classification of finishing equipment</p> <ul style="list-style-type: none"> <li>• Manual</li> <li>• Mechanical</li> </ul> <p>3.4 Airing process</p> <p>3.5 Importance of airing articles and fabrics</p> <p>3.6 Folding and storing.</p>	<ul style="list-style-type: none"> <li>• Written tests</li> <li>• Oral questioning</li> </ul>
4. Perform linen control	<p>4.1 Linen room</p> <ul style="list-style-type: none"> <li>• Equipment found in linen room</li> <li>• Qualities of a good linen room</li> </ul> <p>4.2 Factors to consider when buying linen</p> <p>4.3 Factors to consider when storing linen</p> <p>4.4 Linen control</p> <ul style="list-style-type: none"> <li>• Checklist</li> <li>• Storage facilities</li> <li>• Security of linen</li> <li>• Stock taking</li> <li>• Linen exchange</li> </ul> <p>4.5 Importance of linen control</p> <p>4.6 Pests and rodents control</p> <p>4.7 Handling infected linen</p> <p>4.8 Laundry entrepreneurial skills</p> <ul style="list-style-type: none"> <li>• Definition of terms</li> <li>• Forms of business ownership</li> <li>• Sources of business funds</li> <li>• Savings management</li> <li>• Regulatory requirements</li> </ul>	<ul style="list-style-type: none"> <li>• Practical assessment</li> <li>• Project</li> <li>• Portfolio of evidence</li> <li>• Third party report</li> <li>• Written tests</li> <li>• Oral questioning</li> </ul>

#### **Suggested Methods of Instruction**

- Practical
- Projects

- Demonstration
- Group discussion
- Group work
- Facilitator led instructions.

## RECOMMENDED RESOURCES FOR 25 TRAINEES

S/No.	Category/Item	Description/Specifications	Quantity	Recommended Ratio (Item: Trainee)
A	Learning Materials			
	Textbooks	1. The laundry book, Zack Pozniak 2. Laundry the home comforts book of caring for cloths and linen, Cheryl Mendelson 3. Home science form 2 by KLB	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, approximately 60 sqm	1	1:25
	Workshop	A Fully Equipped Operational laundry room including Industrial -Current Tools and Equipment	1	1:25
C	LARGE LAUNDRY EQUIPMENT			
	Ironing board		5	1:5

S/No.	Category/Item	Description/Specifications	Quantity	Recommended Ratio (Item: Trainee)
	Linen cabinets		5	1:5
	Washing machine		1	1:25
	Laundry baskets		14	1:2
	Laundry basins		25	1:1
<b>D</b>	<b>SMALL LAUNDRY EQUIPMENT</b>			
	Iron boxes	Electric	10	1:3
	laundry detergent containers	Plastic	25	1:1
	Laundry brushes		5	1:5
	Hangers		25	1:1
	Pegs	Assorted colours	100	4:1
	Extension cable		5	1:5
	Packaging bags	Assorted sizes	100	4:1
	Buckets	Assorted sizes	25	1:1
	Weighing scale	30 kg maximum	1	1:25
	Soak basins	Plastic	25	1:1
	Small basins	Plastic	25	1:1
	Cooking stick	Wooden	25	1:1
	Measuring jugs	1 litre	25	1:1
	Peg holder		25	1:1
<b>E.</b>	<b>CLEANING AGENTS AND MATERIALS</b>			
	Liquid Detergent	Multi – purpose set free	3liters	1:8
	Disinfectant	Multi – purpose set free	3 litres	1:8
	Stain removal agents	Multi – purpose set free	3 litres	1:8

S/No.	Category/Item	Description/Specifications	Quantity	Recommended Ratio (Item: Trainee)
	Moth balls		2kgs	1:13
	Fabric conditioner		3 Litres	1:8
	Laundry starch		3kgs	1:8
	Laundry blue		2 kg	1:13
	Solvents and absorbents	Multi – purpose set free	3 litres	1:8
	Bleach	Multi-purpose	2 litres	1:13
	Bar soap	Scent free 1kg bar	1	1:25
	Rubber gloves	Assorted sizes	10 pairs	1:3
	Yellow dusters	Non fluffy	25	1:1
	Cleaning cloths	Assorted sizes.	25	1:1
<b>F</b>	<b>CLEANING EQUIPMENT</b>			
	Cob web brushes.	With handles	2	1:12.5
	Soft brushes	Soft with a handle and without.	2	1:12.5
	Dustpans and brush	Paired	2	1:12.5
	Mops	Both dry and wet	5	1:5
	Mop buckets	Assorted materials / sizes	5	1:5
	Hard brushes	Hard with handle and without.	5	1:5
	Buckets	Assorted sizes	10	1:3
	Squeezers	With handles	2	1:13
<b>G</b>	<b>SAFETY EQUIPMENT</b>			
	Fire extinguishers	Assorted types (co2, water, foam)	3	1:8
	Fire blankets	Standard size	2	1:3
	First aid kit	Complete set and stocked.	1	1:25
<b>WASTE DISPOSAL EQUIPMENT.</b>				
	Dustbins	Large with lids	25	1.1
	Dustbin liner	50pcs per packet	1	1:25