



EFFECTIVE HYGIENE, CLEANING & DISINFECTING FOR FACILITY TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor

Course Title: Effective Hygiene, Cleaning & Disinfecting for Facility Training

Course Validity: 2 Days

Validity: 3 Years

HRD Corp Scheme: Claimable

INTRODUCTION:

This course provides comprehensive knowledge and practical skills on effective hygiene, cleaning and disinfecting practices for facilities. It covers cleaning standards, chemical handling, disinfection methods, equipment use, and facility hygiene monitoring. Participants will learn how to implement systematic cleaning programmes aligned with OSHA requirements, CLASS Regulations, USECHH, and industry hygiene best practices.

OBJECTIVE(S):

- Understand hygiene and cleaning fundamentals for facilities.
- Identify risks related to contamination, improper chemical use, and poor cleaning methods.
- Apply correct cleaning procedures, disinfecting techniques and hygiene protocols.
- Select and handle cleaning agents and disinfectants safely.
- Implement cleaning schedules, checklists and hygiene documentation.
- Use tools and equipment effectively (mops, scrubbers, sprayers).
- Strengthen facility hygiene to prevent cross-contamination and disease transmission.

TARGET GROUP(S):

- Cleaning personnel & janitorial teams
- Facility management staff
- Supervisors & line leaders
- OSH Practitioners / SHO / SSS
- Maintenance & housekeeping teams
- Any personnel involved in hygiene and cleaning operations

ENTRY REQUIREMENT(S):

- Able to communicate in Malay/English
- Basic understanding of cleaning duties recommended

TOPIC(S):

1. Introduction to Facility Hygiene
2. Types of Contaminants & Infection Risks
3. Cleaning Principles & Standards
4. Disinfecting Methods & Chemical Types
5. Safe Chemical Handling (CLASS, SDS, Labelling)
6. Cleaning Tools & Equipment
7. Cleaning Procedures for Different Facility Areas
8. Waste Management & Cross-Contamination Prevention
9. Cleaning Documentation, Checklists & Schedules
10. Case Studies & Practical Cleaning Demonstration

LIST OF REFERENCE BOOK(S):

- CLASS Regulations 2013
- USECHH Regulations 2000
- OSHA 1994
- SDS and chemical labelling guidelines
- Industry cleaning and hygiene standards

LIST OF TEACHING AID(S):

- LCD projector
- SDS samples
- Cleaning tools & equipment (demo)
- Chemical label examples
- Flip chart / whiteboard

METHODOLOGY(S):

- Lecture
- Demonstration
- Case studies
- Group discussion
- Practical cleaning exercises

TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration & Introduction
9:00 am – 10:15 am	Topic 1: Introduction to Facility Hygiene
10:15 am – 10:30 am	Morning Tea Break
10:30 am – 12:30 pm	Topic 2: Contaminants & Infection Risks
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 3:30 pm	Topic 3: Cleaning Principles & Standards
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Topic 4: Disinfecting Methods & Chemical Types

Day 2

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 1
9:00 am – 10:15 am	Topic 5: Safe Chemical Handling (SDS, CLASS, Labelling)
10:15 am – 10:30 am	Morning Tea Break
10:30 am – 12:30 pm	Topic 6: Cleaning Tools & Equipment Usage
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 3:30 pm	Topic 7: Cleaning Procedures for Facility Areas
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Topic 8–10: Waste Management, Documentation & Practical Exercise